

## AGENDA



**COUNCIL HEARS PLANNING & ZONING  
MAYOR AND COUNCIL  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
473 S. Main Street, Room #106  
WEDNESDAY, MAY 23, 2007  
at 6:30 P.M.**

1. **Call to Order**

*As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time.*

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 Council requests.

a) **Approval of the Minutes:**

1) May 15, 2007 – Budget Work Session

b) **Set Next Meeting, Date and Time:**

1) Regular Session – June 6, 2007 at 6:30 p.m.

2) Regular Session – June 20, 2007 at 6:30 p.m.

3) Council Hears Planning & Zoning – June 27, 2007 at 6:30 p.m.

c) **Possible acceptance of the Planning & Zoning Commission's quarterly report, Design Review Board, and Board of Adjustments for January – March 2007.**

d) **Possible approval of an Intergovernmental Agreement by and between the Town of Camp Verde and the Camp Verde Fire District for the purpose of reviewing and approving all plans in connection with the installation of fire suppression equipment, building permits, and to provide inspections on non-residential buildings to ensure compliance with the 2003 International Fire Code.**

e) **Possible approval of Resolution 2007-727, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring and adopting the results of the General Election held on May 15, 2007.**

5. **Call to the Public for Items not on the Agenda.**

6. **Discussion, consideration, and possible direction to staff regarding the desired amount of acreage that Council would like to negotiate with the US Forest Service for the community park.** The appraisal for the 40.04-acre 'carve out' is \$1.1 million.

7. **Public Hearing, discussion, consideration, and possible approval of Resolution 2007-724 a resolution of the Common Council of the Town of Camp Verde, Arizona approving Use Permit 2007-02 to allow for the operation of a bed & breakfast on parcel 404-30-009G zoned R1L-18 for a period of 7 years. This property is located at 94 Coppinger Street.**

- **Call for STAFF PRESENTATION**
- **Declare PUBLIC HEARING OPEN**

- Call for **APPLICANT'S STATEMENT**
  - Call for **COMMENT FROM OTHER PERSONS** (either in favor or against)
  - Call for **APPLICANT'S REBUTTAL** (if appropriate)
  - **Declare PUBLIC HEARING CLOSED**
  - **Call for COUNCIL DISCUSSION**
8. **Public Hearing, discussion, consideration, and possible approval of ordinance 2007-A339, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending Section 113 of the Zoning Ordinance requiring citizen review and participation for any amendment to the Zoning Ordinance or any Use Permit that requests modification of any regulations.**
- **Call for STAFF PRESENTATION**
  - **Declare PUBLIC HEARING OPEN**
    - Call for **APPLICANT'S STATEMENT**
    - Call for **COMMENT FROM OTHER PERSONS** (either in favor or against)
    - Call for **APPLICANT'S REBUTTAL** (if appropriate)
  - **Declare PUBLIC HEARING CLOSED**
  - **Call for COUNCIL DISCUSSION**
9. **Discussion, consideration, and possible approval of Ordinance 2007-A341, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, amending Ordinance 2004-A274, adopting by reference the 2003 International Plumbing Code (IPC), and 2003 International Building Code Appendix J – Grading, Establishing Fee Schedules, and proscribing penalties for violations thereof.**
10. **Call to the Public for Items not on the Agenda.**
- There will be no Public Input on the following items:**
11. **Advanced Approvals of Town Expenditures**  
a) **There are no advanced approvals.**
12. **Manager/Staff Report**
13. **Council Informational Reports** Individual members of the Council may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
14. **Adjournment**

Posted by: V. JonesDate/Time: 5-18-07 8:50 a.m.

*Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council 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.

**MINUTES**  
**Budget Work Session**  
**Mayor and Common Council**  
**of the**  
**Town of Camp Verde**  
**Council Chambers**  
**473 S. Main Street, Room 106**  
**Monday, May 15, 2006**  
**4:00 p.m.**

**Minutes are a summary of the actions taken. They are not verbatim.**

**1. Call to Order**

Mayor Gioia called the meeting to order at 4:02 p.m.

**2. Roll Call**

Mayor Gioia, Vice Mayor Hauser, Jackie Baker, Mike Parry, Ron Smith, Bob Kovacovich and Howard Parrish.

**Also Present:**

Interim Town Manager Dave Smith, Dane Bullard, Lynda Moore, Michael Bluff, Ron Long, and Virginia Jones.

**3. FY 2007/08 General Fund Operating Budget- Magistrate, Parks & Recreation Fund, CIP (Capital Improvement Fund), and HURF (Highway User Revenue Fund).**

Magistrate: Judge Bluff explained that the Court changed collection agencies and the revenue has decreased. He stated he would uphold his end of the bargain from last year and transfer \$20,000 to the General Fund, as promised. Council questioned the addition of \$400 for the Recording System and Judge Bluff stated he would get back to them.

Chamber of Commerce: Roy Gugliotta, Chamber Director, explained he has met with the Chamber Board regarding taking over Special Events and would like to have more time to understand exactly what was expected of the Chamber. Roy stated he would like 3 months to work on a partnership and bring a proposal back to Council.

Special Events: Line item 8100, equipment rental was discussed. Moore explained the sponsors for Fort Verde Days Bull Bash requested the Town provide the bleachers and the insurance Council agreed the Town will provide the panels, repair the field after the event but the sponsors of the event will put up the panels and take down the panels, pay for the bleachers, and provide insurance.

Line item 6081 Tent Labor was discussed. Lynda requested trading the large tent for two smaller tents.

HURF: Council questioned why line item 6025 had doubled. Long advised Council the Town has taken over the responsibility for the traffic lights at Maverick and the light at Circle K.

Parks Fund: Discussion regarding Black Bridge Riverfront Park-it was agreed Moore would work with Long to bring back numbers for costs of roadway for Park.

CIP: Council agreed to budget \$250,000 for Water Co. Debt Service Encumbrance, add \$72,000 for two CVMO Vehicles, \$10,000 for Library Landscape and painting of old building. Council would like estimates from Community Development for Permit Software. New Items to be included in the budget would be \$9,400 for a Ranger for Maintenance, \$25,000 for Council Chambers Remodel, \$25,000 for Web Televising, \$6,000 for Administration Flooring. Hauser agreed she would research a Top Dresser for Parks. Council requested staff bring back numbers for different Tractors and Ron Smith agreed he would get a price for Kubota. Council removed request for

Resurface/upgrade of Tennis Court. Marshal Smith requested \$100,000 for Animal Shelter. Moore will bring back numbers for Hot Mop on Rio Verde Plaza vs. Foam Roof.

Council suggested adopting a resolution linking the bed tax to the amount of money the Chamber of Commerce received. Parry stated the Chamber was going to do a study regarding bed tax.

Long requested \$25,064.20 for Public Works Remodel and Council suggested adding an additional 5% for over run.

Councilor Smith requested reviewing the Impact Fee Budget.

**4. Adjournment**

On a motion by Hauser, seconded by Baker, the meeting was adjourned at 7:12 p.m.

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Virginia Jones, Recording Secretary

**CERTIFICATION**

I HEREBY CERTIFY THAT THE FOREGOING, minutes are a true and accurate accounting of the discussion of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona held on the 14<sup>th</sup> day of May 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2007.

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Deborah Barber, Town Clerk

**QUARTERLY REPORT**  
**Planning and Zoning Commission**  
**January – March 2007**

**REGULARLY SCHEDULED MEETINGS:      6**

**JANUARY 4, 2007 – REGULAR SESSION**

**Present:** Chairperson Witt, Commissioners Hisrich, Bullard, Freeman and Burnside.

**Absent:** Commissioner Butler

Carol German was appointed by Council as new Commissioner and was eligible to serve after she was sworn in.

**JANUARY 11, 2007 – REGULAR SESSION**

**Present:** Vice Chairperson Freeman, Commissioners Hisrich, Butner, Bullard, Burnside and German

**Absent:** Chairperson Witt

**FEBRUARY 1, 2007 – REGULAR SESSION**

Cancelled due to lack of Agenda items.

**FEBRUARY 8, 2007 – REGULAR SESSION**

**Present:** Vice Chairperson Freeman, Commissioners Hisrich, Butner, Burnside and German

**Late Arrival:** Commissioner Bullard

**Absent:** Chairperson Witt

**MARCH 1, 2007 – REGULAR SESSION**

**Present:** Chairperson Witt, Commissioners Hisrich, Butner, Bullard, German and Burnside.

**Absent:** Vice Chairperson Freeman

**MARCH 8, 2007 – REGULAR SESSION**

**Present:** Vice Chairperson Freeman, Commissioners Hisrich, Butner, Bullard, German and Burnside.

**Late Arrival:** Chairperson Witt

**JOINT WORK SESSIONS: 0**

**SPECIAL SESSIONS:      0**

**THE FOLLOWING RECOMMENDATIONS WERE MADE TO COUNCIL:**

**January 4, 2007 – Regular Session**

- There were no items for recommendations were made to Council.

**January 11, 2007 – Regular Session**

- **Approval of Oct – Dec 2006 Quarterly Report**
- **Approval of the Camp Verde Development Update quarterly Report.**

- **Approval of 2007 Fee Schedule for Planning & Zoning applications.**  
On a motion by Butner, seconded by Hisrich, the Commission voted unanimously to recommend to Council as follows: That for the Planning & Zoning Department to increase all fees by 10%, rounded to the nearest \$5 increase; secondly, all fees that require notification and publication, in addition to the overall 10% increase, be increased by a \$450 amount; and thirdly, that a Zoning Verification Letter fee of \$100 be added to the fee schedule; and, last, that the notification fee that is not specific to listed fees requiring notification and publication be increased from \$200 to \$450.

**February 1, 2007 – Regular Session**

- Cancelled due to lack of agenda items.

**February 8, 2007 – Regular Session**

- There were no recommendations made to Council

**March 1, 2007 – Regular Session**

- There were no recommendations made to Council

**March 8, 2007 – Regular Session**

- **Approval of a recommendation to Council on PP 2006-06: An application submitted by Al Dupuy agent for CWS Development Corp. owner of a Parcels of 403-19-010B, 403-21-001, 403-21-001B, 404-18-158C & 403-21-001A requesting a preliminary plat approval for Bella Vista consisting of approximately 14.093 acres and 16 lots zoned R1L-35. This property is located on the south side of Arena Del Loma next to the I-17 overpass.**  
A motion by Freeman, seconded by Bullard to recommend that Council approve PP 2006-06, an application submitted by Al Dupuy agent for CWS Development Corp. owner of a Parcels of 403-19-010B, 403-21-001, 403-21-001B, 404-18-158C & 403-21-001A requesting a preliminary plat approval for Bella Vista consisting of approximately 14.093 acres and 16 lots zoned R1L-35; waiving the requirement for sidewalks with the stipulation that the Homeowners Association is formed and that Homeowners Association funds the maintenance of the pathways and trails, and with rolled curbs in the subdivision was **withdrawn** after subsequent discussion and prior to call for a vote.
- **Approval of a recommendation to Council on PP 2006-08: An application submitted by Verde River Properties, LLC & Camp Verde Homestead, LLC owner of parcel 403-23-102V & a portion of 403-23-103M requesting preliminary plat approval for Summerset @ Simonton Ranch consisting of 28.22 acres and 104 lots zoned PAD 6-12. Property is located approx 250' east of intersection of Homestead Parkway and Davidson Drive.**  
On a motion by Hisrich, seconded by Freeman, the Commission voted unanimously to recommend to Council approval on PP 2006-08, an application submitted by Verde River Properties, LLC & Camp Verde Homestead, LLC owner of parcel 403-23-102V & a portion of 403-23-103M requesting preliminary plat approval for Summerset @ Simonton Ranch consisting of 28.22 acres and 104 lots zoned PAD 6-12, with the exception requested to allow parking on both sides of the street as was allowed in the other properties as discussed.  
**Note: Commissioner Bullard recused himself prior to Item 7 being addressed based on conflict of interest.**

After Bullard recused himself and stepped down, Burnside questioned the continuing presence of Bullard in the room, asserting his belief that Bullard remaining during the hearing would be in conflict with the Town Code of Ethics unless specifically permitted to do so as provided therein; Witt declared that according to the Town Attorney's opinion, it was Bullard's constitutional right to remain in the room.

**THE FOLLOWING PRESENTATIONS WERE HEARD BY THE COMMISSION:**

- There were no presentations

**THE FOLLOWING ITEMS WERE TABLED, POSTPONED OR CONTINUED BY THE COMMISSION:**

- **Public Hearing, Discussion and Action on GPA 2006-07, application of Read Homes for a 68.8 acres of parcel 403-15-003E. GPA 2006-07: An application submitted by Pender Engineering, agent for Read Homes – Thearem Investments, LLC, owner of parcel 403-15-003E requesting a general plan amendment from Commercial to High Density Residential for approximately 68.8 acres located at on the west side of Hwy. 260, 6 tenths of a mile north of the Hwy. 260/Cherry Road intersection.**  
On a motion by German, seconded by Butner, the Commission voted unanimously to **postpone** this agenda item until such time as the applicant asks to have it put back on the agenda.
- **Discussion on the possible allowance of shipping containers used as accessory structures.** (Continued to the next meeting 4/5/07)
- **Discussion on how to address inconsistencies between the Planning & Zoning Ordinance, Subdivision Regulations and the General Plan** (Continued to the next meeting 4/5/07)

**THE FOLLOWING ITEMS WERE DISCUSSED BY THE COMMISSION:**

- **2/08/07 Discussion on the discrepancies noted by staff of the language concerning the allowance of livestock in Sections 108 and 109 in the Planning and Zoning Ordinance and how to address the issue in the Ordinance.**  
There was no action taken.
- **2/08/07 Discussion of the use of sandwich boards within the community to advertise businesses and how to address them in the Sign Code, Section 118 of the Planning and Zoning Ordinance.**  
There was no action taken.
- **2/08/07 Discussion on the discrepancies noted by staff of the language concerning the allowance of livestock in Sections 108 and 109 in the Planning and Zoning Ordinance and how to address the issue in the Ordinance.**  
There was no action taken.
- **3/01/07 Discussion and Possible recommendation on amendment to Section 118, Sign Regulations. To address the conflict between the need for signage to attract customers to local businesses and the lack of regulation controlling the use of sandwich boards by business within the Town of Camp Verde located on & off of Main Street.**

Staff was directed to prepare an amendment to the Sign Code, pursuant to review by the Town Attorneys, that under Allowable Uses it is legal to have uniform signs on all corners of Main Street to give directions to businesses off Main Street; the signs to be approved and regulated by the Town; and the businesses to purchase their uniform signs from the Town. **Staff will schedule a Work Session** to further review and refine the proposed amendment, after which the item will be agendized for public hearing, formal action and recommendation to Council. There was no action taken.

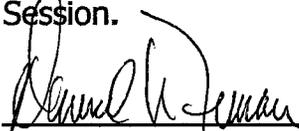
**TRAINING:**

There was no training for this quarter.

**COMMENTS:**

There were no comments

Approved by the Planning and Zoning Commission at their May 3, 2007 Regular Session.



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(FOR) Rob Witt, Chairman

# **Camp Verde Development Update**

## **April '07 Quarterly Report**

### **RESIDENTIAL APPLICATIONS:**

**Equestrian Estates Phase I subdivision**, Final Plat, for approximately 29.37 acres and 25 lots located off Newton Lane. - Approved by Council April 26, 2006. Construction of improvements on-going.  
Recorded on 10/4/06

**Circle C Ranch Subdivision**, Preliminary Plat, consisting of approximately 12 acres and 5 lots. This property is located at the end of Apache Trail.– Out for agency review. Project Review meeting 2/21/07. Hearing in month of April '07.

**River's View at Simonton Ranch**, Final Plat, 15 lots on 16 acres located East of Hwy 260 and North of Finnie Flat Road – Waiting for Engineer Approval. Approved 10/25/06 by Council. Recordation pending.

**Homestead At Simonton Ranch**, Final Plat, located at Northwest corner of Hwy 260 & Finnie Flat Road, 52 lots on approx. 36.2 Acres. – Approved 10/25/06 by Council. Recordation pending.

**Lucky Canyon Estates, Unit II** – Final Plat, 9 lots and Tract A on 14.87 acres located off Salt Mine Road. - Waiting for extension of water line on Forest Service Easement. No Change

**Millwood Estates**, Final Plat, Located at Quarterhorse Lane consisting of 30 one acre lots. - Approved by Council March 22, 2006 and plat recorded on April 6, 2006. Infrastructure being constructed.

**Silverado at Simonton Ranch**, Final Plat - 252 lots on 64.84 acres located within PAD at Northeast corner of Hwy 260 and Finnie Flat Road. - Approved by Council on April 26, 2006. Construction of infrastructure on-going. Recorded on 7/06/06. Waiting for sewer.

**Elk Creek Subdivision**, Final Plat, 94 lots on 24 acres located within PAD at Finnie Flat Road and Proposed Simonton Ranch Road. – Out for Agency Review, Under agency review.

**The Preserve at Clear Creek**, Final Plat, 34 lots on 19.77 acres located at southeast corner of Hwy 260 and Verde Lakes Drive. - Approved by Council May 25<sup>th</sup>, 2005. Started infrastructure improvements. Recorded on 3/09/06. Amended Final Plat approved by Council on 11/29/06, recorded on 2/15/07.

**Pebble Rock Subdivision**, Final Plat, 10 lots on 13.56 acres located ½ mile Northeasterly of intersection McCracken Lane and Hwy 260. - Approved by Council on January 26, 2005. Recorded on 6/25/06.

**Sleepy Hollow**, Preliminary Plat, 20 lots located on Holloman St., Approved by Council 8-30-06. Awaiting Final submittal.

**Waters Edge**, Final Plat, 10 lots on 14.28 acres located on the NEC of Hwy 260 and Finnie Flat Road. Waiting for Engineer approval.

**Bella Vista**, Preliminary Plat, 16 lots on 16.052 acres located on the south side of Arena Del Loma at I-17. Approved by Council on 3/28/07.

**The Crossings @ Cherry Creek**, conceptual review. Single family 298, Apartments 115, for a total of 414 homes. Property is located 6 tenths of a mile north of the intersection of SR 260 and Cherry Road. Developer addressing access issue with ADOT. Hearings pending outcome.

**The Crossings @ Cherry Creek, GPA & ZMC**

See previous comment. Pending outcome of discussions with ADOT on access.

**Summerset @ Simonton Ranch**, Preliminary Plat, 104 lots, 28.22 acres located approx 250' east of intersection of Homestead Parkway and Davidson Drive. Property lies south of proposed extension of Homestead Parkway. Approved by Council on 3/28/07.

**COMMERCIAL APPLICATIONS:**

**Steve Coury Ford Dealership**, building permit application submitted

Application submitted 11/17/06. Pending, awaiting revisions & Council Approval of landscape plans.

**CSK Auto (Checker Auto)**, site plan review, location Finnie Flat Road & Simonton Ranch Road.

Building permit pending.

**Northeast Industries Commerce Park**, Final Plat, Located at Howard's Road. - Approved by Council April 26, 2006 Council approved 28 lots on 9/15/06. Recorded and infrastructure in construction phase.

**QUARTERLY REPORT  
DESIGN REVIEW BOARD  
January – March 2007**

**REGULARLY SCHEDULED MEETINGS:        3**

**January 23, 2007 – Regular Session**

**Present:** Chairperson Binick, Vice Chairperson McDonald, Board Members Hough, Bullard, Holquin, Brinkman and Darby were present.

**February 08, 2007 – Work Session**

**Present:** Chairperson Binick, Vice Chairperson McDonald, Board Members Hough, Bullard, Holquin, Brinkman and Darby were present.

**February 27, 2007 – Regular Session**

Cancelled due to no agenda items.

**March 13, 2007 – Regular Session**

Cancelled due to no agenda items.

**SPECIAL SESSION MEETINGS:        0**

**WORK SESSIONS:                    1**

**THE FOLLOWING APPLICATIONS WERE APPROVED:**

**January 23, 2007 – Regular Session**

- There were no applications for approval

**February 27, 2007– Regular Session**

- There were no applications for approval.

**March 13, 2007 – Regular Session**

- There were no applications for approval

**THE FOLLOWING APPLICATIONS WERE DENIED:**

There were no application that were denied this quarter.

**THE FOLLOWING ITEMS WERE DISCUSSED BY BOARD:**

**January 23, 2007**

- Individual Design Review Board Members were introduced.
- Establishment of Regular Meeting Time

**THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:**

**February 8, 2007**

- Discussion, Consideration, and Action regarding the re-establishment of Regular Meeting Date for the Design Review Board to hear applications for Design Review.
- Discussion, Consideration, and Recommendation to Council regarding the appointment of Design Review Board members to staggered term limits.
- Discussion and Review of Town Design Review process and Ordinance.

**THE FOLLOWING PRESENTATIONS WERE HEARD BY THE BOARD:**

**January 23, 2007**

- Mike Gardner, President of Casa Verde Consulting discussed his experience as a Design Review Board Member for the City of Cottonwood.
- Staff presentation and Board discussion of the role of the Design Review Board and overview and discussion of Design Review Ordinance and supporting materials.

**TRAINING:**

**January 22, 2007** some of the Design Review Board Members traveled to Cottonwood to observe the City of Cottonwood Design Review Board meeting.

**COMMENTS:**

There were no comments for this quarter

**Approved by the Design Review Board at their May 8, 2007 Regular Session.**

  
\_\_\_\_\_  
Jim Binick, Chairman

**QUARTERLY REPORT**  
**Board of Adjustments**  
**January – March 2007**

**REGULARLY SCHEDULED MEETINGS:**        3

**January 16, 2007 – Regular Session**

**Present:** Chairperson McDonald, Vice Chairperson McIntyre, Board Members Reddell, Bassous, Bullard and Roddan were present.

**Absent:** Board Member Hoover

**February 20, 2007 – Regular Session**

**Present:** Vice Chairperson McIntyre, Board Members Reddell, Bassous, Hoover, Bullard, and Roddan.

**Absent:** Chairperson McDonald

**March 20, 2007 – Regular Session**

**Present:** Chairperson McDonald, Vice Chairperson McIntyre, Board Members Reddell, Bassous, Hoover and Bulard.

**Absent:** Board Member Roddan.

**SPECIAL SESSION MEETINGS:**        0

**WORK SESSIONS:**                    0

**THE FOLLOWING APPLICATIONS WERE APPROVED:**

**January 16, 2007 – Regular Session**

- **Approval of October – December 2006 Quarterly Report.**
- **Approval of an application BOA 2006-9 for a front yard setback variance of 16' submitted by Ronald & Grace Kruntorad, owners of parcel 404-05-130. This variance would allow a front yard setback of 34' instead of the required setback of 50' for property zoned R1L-70. This request is being made because of the limited building envelope established for this lot by the drainage easement at the back of the lot. This property is located in the Diamond Creek Ranch subdivision. On a motion by Bullard, seconded by McIntyre, the Board unanimously granted the variance requested by the applicants for a front yard setback of 34' instead of the required setback of 50' feet for property zoned R1L-70.**

**February 20, 2007– Regular Session**

There were no items for approval.

**March 20, 2007 – Regular Session**

- **Approval on BOA 2007-02: An application for a front yard setback variance of 2' submitted by Byron Dombrowski, owner of parcel 404-19-056. This variance would allow a front yard setback of 38 'instead of the required setback of 40' for property zoned R1L-35. This request is being made because of the placement of the existing home on the lot. This property is located at 395 Hereford Drive.**  
On a motion by Bullard, seconded by Reddell, the Board unanimously approved the application for variance, BOA 2007-02, for the reason that it is a non-conforming house prior to Planning & Zoning, and prior to the Town incorporation; there is no reason to deny the request.

**THE FOLLOWING APPLICATIONS WERE DENIED:**

There were no application that were denied this quarter.

**THE FOLLOWING ITEMS WERE DISCUSSED BY BOARD:**

- **Public Hearing, Discussion and action on BOA 2007-01: An application submitted by Bill and Nancy Pohlman, owner of parcel 404-07-024A requesting an appeal of the Community Development Director's decision not to allow the replacement of a legal non-conforming 500 square foot mobile home with an 1800 square foot manufactured home on a parcel zoned R1L-70. This property is located at 707 E.Quarterhorse Lane.**  
**There was no action taken – Applicant withdrew their request.**

**THE FOLLOWING ITEMS WERE DISCUSSED IN WORK SESSIONS:**

- There were no work sessions for this quarter

**THE FOLLOWING PRESENTATIONS WERE HEARD BY THE BOARD:**

- There were no presentations for this quarter

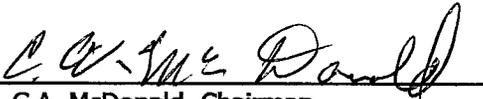
**TRAINING:**

There was no training for this quarter.

**COMMENTS:**

There were no comments for this quarter

**Approved by the Board of Adjustments at their May 15, 2007 Regular Session.**

  
C.A. McDonald, Chairman

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Type: Regular**

**Meeting Date:5-23-07**

**Consent:**  **Executive Session/Confidential:**  Type(s) of Presentation: Visual

**AGENDA TITLE:** (Be Exact):Discussion and Possible approval an Intergovernmental Agreement by and Between The Town of Camp Verde and Camp Verde Fire District.

**PURPOSE AND BACKGROUND INFORMATION:** Staff has been working with the Camp Verde Fire District on an IGA with the Town for the Fire District to provide a qualified person to the Town for the purpose of reviewing and approving all plans in connection with the installation of fire suppression equipment and building permits, and to provide inspections on non-residential buildings to determine compliance with the 2003 International Fire Code. This is necessary because the Town has adopted the 2003 International Fire Code and has no staff qualified as a Fire Code Official to enforce it.

**STAFF RECOMMENDATION(S):** Approve

**LIST ALL ATTACHMENTS:** Staff Report, IGA

**Type of Document Needing Approval (Check all that apply):**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Acceptance/Approval      | <input type="checkbox"/> Agreement/Contract    | <input type="checkbox"/> Emergency Clause                       |
| <input type="checkbox"/> Final Plat               | <input type="checkbox"/> Grant Submission      | <input checked="" type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input type="checkbox"/> Ordinance             | <input type="checkbox"/> Preliminary Plat                       |
| <input type="checkbox"/> Public Hearing           | <input checked="" type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration                  |
| <input type="checkbox"/> Special/Temp Use Permit  | <input type="checkbox"/> Other:                | <input type="checkbox"/> Presentation/Report Only               |

**Finance Director Review**

Budgeted/Amount N/A \$

Comments:

Fund:

Line Item/:

**Submitting Department:P&Z**

**Contact Person: Nancy Buckel**

**Town Manager/Designee:** \_\_\_\_\_

**Please Note:** You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

**INTERGOVERNMENTAL AGREEMENT  
BY AND BETWEEN  
TOWN OF CAMP VERDE  
AND CAMP VERDE FIRE DISTRICT**

THIS INTERGOVERNMENTAL AGREEMENT ("**Agreement**") is entered into as of the \_\_\_\_ day of January, 2007 by and between the TOWN OF CAMP VERDE, a political subdivision of the State of Arizona (the "**Town**") and the CAMP VERDE FIRE DISTRICT (the "**District**"), a political subdivision of the State of Arizona.

**RECITALS:**

A. WHEREAS, the Town and the District are authorized, pursuant to A.R.S. § 11-952, to enter into this Agreement for the purpose of carrying out their mutual responsibilities and powers;

B. WHEREAS, the Town desires to have the District provide a qualified person (the "**Fire Code Official**") to the Town for the purpose of reviewing and approving all plans in connection with the installation of fire suppression equipment and building permits to determine compliance with the 2003 International Fire Code and any amendments or appendices thereto ("**Code**"); and

C. WHEREAS, the District desires to provide such a Fire Code Official to the Town.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

**AGREEMENT:**

1. Services. The Town hereby elects to contract with the District for the District to provide to the Town a Fire Code Official to review and approve all plans in connection with the installation of fire suppression equipment and the approval of building permits to determine compliance with the Code and to perform inspections on non-residential buildings to determine compliance with the Code.

2. Appointment. The Fire Code Official will be appointed by the District, and the District may appoint any replacement Fire Code Official.

3. Term. The term of this Agreement will commence upon signing and will continue indefinitely.

4. Charges. The District will provide the services provided for in this Agreement to the Town free of charge.

5. Collection of Fees. Each fiscal year the District will notify the Town of the fees that the District has approved in connection with services provided by the District to property owners. The Town will collect such fees in the ordinary course of issuing building permits.

6. Termination.

6.1 Either party hereto may terminate this Agreement pursuant to the provisions of A.R.S. § 38-511.

6.2 Either party hereto may terminate this Agreement, with or without cause, by giving the other party hereto sixty (60) days' advance written notice of its intent to do so prior to the end of the current fiscal year.

7. Arbitration. Any dispute arising under this Agreement will be resolved by binding arbitration, pursuant to the Arizona Uniform Arbitration provisions. The successful party in any dispute will be entitled to an award of reasonable attorneys' fees and costs.

8. Miscellaneous. This Agreement sets forth the entire agreement between the parties. Negotiations relative to the matters contemplated by this Agreement are merged herein and there are no understandings or agreements relating to the matters and things herein set forth, other than those incorporated into this Agreement. No provision of this Agreement shall be altered, amended, revoked, or waived, except by an instrument in writing signed by the parties. This Agreement is not assignable by any other party.

9. Applicable Law. This Agreement and all documents executed and delivered hereunder will be deemed to be contracts under the State of Arizona and for all purposes will be construed in accordance with such laws. Suit to enforce any provision of this Agreement or to obtain any remedy with respect hereto may be brought only in Superior Court, Yavapai County, Arizona.

10. Attorneys' Fees. In the event suit is brought or an attorney is retained by either party to enforce the terms of this Agreement or to collect any monies due hereunder or to collect money damages for breach hereof, the prevailing party will be entitled to recover, in addition to any other remedy, reimbursement for reasonable attorneys' fees, court costs, costs of investigation, and other related expenses incurred in connection therewith.

11. Headings. The headings in this Agreement are for reference only and do not limit, enlarge, or otherwise affect any terms or provisions of this agreement.

12. Severability. If any provision of this Agreement is held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the validity, legality, and enforceability of the remaining provisions will not, in any way, be affected or impaired thereby.

13. Time of Essence. Time is of the essence to this Agreement.

14. Notices. All notices, requests, and other communications hereunder must be given in writing and either (i) personally served on the party to whom it is given, (ii) mailed by registered or certified mail, postage prepaid, return receipt requested, or (iii) sent by private overnight courier such as Federal Express or Airborne, addressed as follows:

Town of Camp Verde:  
473 South Main Street, Suite 102  
Camp Verde, AZ 86322  
Attn: Town Manager

Camp Verde Fire District:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Attn: \_\_\_\_\_

All notices will be deemed given when delivered or, if mailed as provided above, on the second day after the mailing, and if sent by overnight courier, on the next day after the date of deposit with the courier. Either party may change its address for the receipt of notices at any time giving written notice thereof to the other parties in accordance with the terms of this section. The inability to deliver notice because of a changed address of which no notice was given or a refusal to accept any notice will be deemed to be the effective receipt of the notice as of the date of such inability to deliver or refusal.

15. Effective Date. This Agreement will be effective upon recordation.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

TOWN OF CAMP VERDE

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Tony Gioia, Mayor

By: \_\_\_\_\_  
William J. Sims III, Town Attorney

ATTEST:

By: \_\_\_\_\_  
Deborah Barber, Town Clerk

CAMP VERDE FIRE DISTRICT

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

APPROVED AS TO FORM:

By: \_\_\_\_\_

Yavapai County Attorney



**RESOLUTION 2007-727**

**A RESOLUTION OF THE MAYOR  
AND COMMON COUNCIL OF THE  
TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,  
DECLARING AND ADOPTING THE RESULTS OF THE  
GENERAL ELECTION HELD ON MAY 15, 2007**

WHEREAS, the Town of Camp Verde ("Town"), held a General Election on May 15, 2007 for two (2) Council Members; and

WHEREAS, the election returns have been presented by the Yavapai County Elections Department have been canvassed by the Mayor and Council,

**NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona, as follows:**

- 1. The total number of ballots cast at the General Election, as shown on the poll lists, was 2,432 and the total number of registered voters in the Town was 4,629 for a turnout rate of 52.54%.**
- 2. There were 71 rejected mail ballots.**
- 3. The numbers of votes cast were as follows:**

| <b><u>COUNCIL</u></b> | <b>CVA</b> | <b>CVB</b> | <b>Total</b> | <b>Percentage</b> |
|-----------------------|------------|------------|--------------|-------------------|
| Baker, Jackie         | 447        | 531        | 978          | 40.2%             |
| Duke, Harry L         | 492        | 649        | 1141         | 46.9%             |
| Garrison, Norma       | 613        | 726        | 1339         | 55.1%             |
| Parry, Mike           | 541        | 645        | 1186         | 48.8%             |
| Write in              | 7          | 4          | 11           | .004%             |

- 4. That it is hereby found, determined, and declared of record, that the following candidates did receive the majority of valid votes cast and is hereby issued a Certificate of Election, effective May 15, 2007, the General Election Day:**

***Norma Garrison  
Mike Parry***

- 5. This resolution shall be in full force and effect immediately upon its adoption.**

**Passed and approved by the Mayor and Common Council of the Town of Camp Verde at the Council Hears Planning & Zoning Session on May 23, 2007.**

\_\_\_\_\_  
Tony Gioia, Mayor

Attest: \_\_\_\_\_  
Deborah Barber, Town Clerk

Approved as to form:

\_\_\_\_\_  
Town Attorney

|  |  |
|--|--|
| <b>Election Summary Report</b><br><b>May 15, 2007</b><br><b>Summary For Town of Camp Verde, All Counters, All Races</b><br><b>UNOFFICIAL FINAL RESULTS</b> | Date: 05/16/07<br>Time: 16:08:18<br>Page: 1 of 1 |
|--|--|

Registered Voters 4629 - Cards Cast 2432 52.54%

Num. Report Precinct 2 - Num. Reporting 2 100.00%

| Camp Verde Council  |  | Total            |
|---------------------|--|------------------|
| Number of Precincts |  | 2                |
| Precincts Reporting |  | 2 100.0 %        |
| Vote For            |  | 2                |
| Times Counted       |  | 2432/4629 52.5 % |
| Total Votes         |  | 4655             |
| BAKER, JACKIE       |  | 978 21.01%       |
| DUKE, HARRY L.      |  | 1141 24.51%      |
| GARRISON, NORMA     |  | 1339 28.76%      |
| PARRY, MIKE         |  | 1186 25.48%      |
| Write-in Votes      |  | 11 0.24%         |

|  |  |
|--|--|
| <p><b>Statement of Votes Cast</b><br/> <b>May 15, 2007</b><br/> <b>SOVC For Town of Camp Verde, All Counters, All Races</b><br/> <b>UNOFFICIAL FINAL RESULTS</b></p> | <p>Date:05/16/07<br/>                 Time:16:09:38<br/>                 Page:1 of 3</p> |
|--|--|

|  | TURN OUT       |               |               |
|--|----------------|---------------|---------------|
|  | Reg.<br>Voters | Cards<br>Cast | %<br>Turnout  |
| <b>Jurisdiction Wide</b>                                     |                |               |               |
| <b>Camp Verde B - 45-02/03/04,65-01/03/04/05</b>             |                |               |               |
| Polling  | 2360           | 0             | 0.00%         |
| Mail Ballots   | 2360           | 1332          | 56.44%        |
| Provisional Ballots  | 2360           | 0             | 0.00%         |
| <b>Total</b>   | <b>2360</b>    | <b>1332</b>   | <b>56.44%</b> |
| <b>Camp Verde A - 47-01/02,54-01/03/04/05,85-01/03/04/05</b> |                |               |               |
| Polling  | 2269           | 0             | 0.00%         |
| Mail Ballots   | 2269           | 1100          | 48.48%        |
| Provisional Ballots  | 2269           | 0             | 0.00%         |
| <b>Total</b>   | <b>2269</b>    | <b>1100</b>   | <b>48.48%</b> |
| <b>Total</b>   |                |               |               |
| Polling  | 4629           | 0             | 0.00%         |
| Mail Ballots   | 4629           | 2432          | 52.54%        |
| Provisional Ballots  | 4629           | 0             | 0.00%         |
| <b>Total</b>   | <b>4629</b>    | <b>2432</b>   | <b>52.54%</b> |

**Statement of Votes Cast**  
**May 15, 2007**  
**SOVC For Town of Camp Verde, All Counters, All Races**  
**UNOFFICIAL FINAL RESULTS**

Date:05/16/07  
 Time:16:09:38  
 Page:2 of 3

|  | Camp Verde Council |           |               |             |                   |                |                    |
|--|--------------------|-----------|---------------|-------------|-------------------|----------------|--------------------|
|  | Reg. Voters        | Vote For  | Times Counted | Total Votes | BAKER, JACKIE     | DUKE, HARRY L. |                    |
| <b>Jurisdiction Wide</b>                                     |                    |           |               |             |                   |                |                    |
| <b>Camp Verde B - 45-02/03/04,65-01/03/04/05</b>             |                    |           |               |             |                   |                |                    |
| Polling  | 2360               | 2         | 0             | 0           | 0                 | -              | 0 -                |
| Mail Ballots   | 2360               | 2         | 1332          | 2555        | 531 20.78%        |                | 649 25.40%         |
| Provisional Ballots  | 2360               | 2         | 0             | 0           | 0                 | -              | 0 -                |
| <b>Total</b>   | <b>2360</b>        | <b>6</b>  | <b>1332</b>   | <b>2555</b> | <b>531 20.78%</b> |                | <b>649 25.40%</b>  |
| <b>Camp Verde A - 47-01/02,54-01/03/04/05,85-01/03/04/05</b> |                    |           |               |             |                   |                |                    |
| Polling  | 2269               | 2         | 0             | 0           | 0                 | -              | 0 -                |
| Mail Ballots   | 2269               | 2         | 1100          | 2100        | 447 21.29%        |                | 492 23.43%         |
| Provisional Ballots  | 2269               | 2         | 0             | 0           | 0                 | -              | 0 -                |
| <b>Total</b>   | <b>2269</b>        | <b>6</b>  | <b>1100</b>   | <b>2100</b> | <b>447 21.29%</b> |                | <b>492 23.43%</b>  |
| <b>Total</b>   |                    |           |               |             |                   |                |                    |
| Polling  | 4629               | 4         | 0             | 0           | 0                 | -              | 0 -                |
| Mail Ballots   | 4629               | 4         | 2432          | 4655        | 978 21.01%        |                | 1141 24.51%        |
| Provisional Ballots  | 4629               | 4         | 0             | 0           | 0                 | -              | 0 -                |
| <b>Total</b>   | <b>4629</b>        | <b>12</b> | <b>2432</b>   | <b>4655</b> | <b>978 21.01%</b> |                | <b>1141 24.51%</b> |

**Statement of Votes Cast**  
**May 15, 2007**  
**SOVC For Town of Camp Verde, All Counters, All Races**  
**UNOFFICIAL FINAL RESULTS**

Date: 05/16/07  
 Time: 16:09:38  
 Page: 3 of 3

|  | Camp Verde Council |               |                |               |                 |
|--|--------------------|---------------|----------------|---------------|-----------------|
|  | GARRISON,<br>NORMA | PARRY, MIKE   | Write-In Votes |               |                 |
| <b>Jurisdiction Wide</b>                                     |                    |               |                |               |                 |
| <b>Camp Verde B - 45-02/03/04,65-01/03/04/05</b>             |                    |               |                |               |                 |
| Polling  | 0                  | -             | 0              | -             | 0               |
| Mail Ballots   | 726                | 28.41%        | 645            | 25.24%        | 4 0.16%         |
| Provisional Ballots  | 0                  | -             | 0              | -             | 0               |
| <b>Total</b>   | <b>726</b>         | <b>28.41%</b> | <b>645</b>     | <b>25.24%</b> | <b>4 0.16%</b>  |
| <b>Camp Verde A - 47-01/02,54-01/03/04/05,85-01/03/04/05</b> |                    |               |                |               |                 |
| Polling  | 0                  | -             | 0              | -             | 0               |
| Mail Ballots   | 613                | 29.19%        | 541            | 25.76%        | 7 0.33%         |
| Provisional Ballots  | 0                  | -             | 0              | -             | 0               |
| <b>Total</b>   | <b>613</b>         | <b>29.19%</b> | <b>541</b>     | <b>25.76%</b> | <b>7 0.33%</b>  |
| <b>Total</b>   |                    |               |                |               |                 |
| Polling  | 0                  | -             | 0              | -             | 0               |
| Mail Ballots   | 1339               | 28.76%        | 1186           | 25.48%        | 11 0.24%        |
| Provisional Ballots  | 0                  | -             | 0              | -             | 0               |
| <b>Total</b>   | <b>1339</b>        | <b>28.76%</b> | <b>1186</b>    | <b>25.48%</b> | <b>11 0.24%</b> |

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Type: Regular**

**Meeting Date: May 23, 2007**

**Consent:**  **Executive Session/Confidential:**  Type(s) of Presentation: Verbal

**AGENDA TITLE: Discussion, consideration and possible direction to staff on the desired amount of acreage that the Town would like to negotiate for with the United States Forest Service for a community park. The appraisal for the '40.04 acre hypothetical "carve out" is \$1,100,000.**

**PURPOSE AND BACKGROUND INFORMATION:** The Town of Camp Verde was awarded a \$510,000 grant from Arizona State Parks. In addition, the Town of Camp Verde has approximately 1.2 million in the Park acquisition fund.

**STAFF RECOMMENDATION(S):** None

**LIST ALL ATTACHMENTS:** Arizona State Parks grant letter. Copy of appraisal provided on 5-15-07 to Council under separate cover.

**Type of Document Needing Approval (Check all that apply):**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Acceptance/Approval      | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause            |
| <input type="checkbox"/> Final Plat               | <input type="checkbox"/> Grant Submission   | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input type="checkbox"/> Ordinance          | <input type="checkbox"/> Preliminary Plat            |
| <input type="checkbox"/> Public Hearing           | <input type="checkbox"/> Resolution         | <input type="checkbox"/> Special Consideration       |
| <input type="checkbox"/> Special/Temp Use Permit  | <input checked="" type="checkbox"/> Other:  | <input type="checkbox"/> Presentation/Report Only    |

**Finance Director Review**

Budgeted/Amount N/A

Comments:

Fund:

Line Item/:

**Submitting Department:** Adm.

**Contact Person:** David R. Smith

**Town Manager/Designee:** \_\_\_\_\_



**Please Note:** You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.

March 28, 2007

Bill Lee, Town Manager  
Town of Camp Verde  
PO Box 710  
473 S. Main Street  
Camp Verde, AZ 86322

RE: LRSP 650303  
Community Park

Dear Bill:

On October 20, 2003, the Town of Camp Verde entered into an agreement with the Arizona State Parks Board for the acquisition and development of Community Park. Attachment A (copy enclosed) of the Participant Agreement states that approved project work shall start no later than the specified project start-up date. Again, according to the Participant Agreement, land acquisition was to begin within six months of execution (April 20, 2004), and development of the park was to begin no later than 18 months (April 20, 2005) after the Agreement was executed.

State Parks extended the project start date on October 17, 2004 and again on April 22, 2005. On May 31, 2006, the project ending date was extended to October 20, 2007. In addition, the fourth quarter 2006 Quarterly Project Progress Report shows that the Town is now "getting a second appraisal on the Forest Service property". As of now, no request for reimbursement has been submitted by Camp Verde.

Based on the above, if the acquisition portion of the Community Park project is not completed by the October 20, 2007 date indicating that the project is finally underway, the project will be terminated based on Section H.3 (copy enclosed) of the General Provisions that were provided to the Town with the Participant Agreement.

I am well aware that the Town of Camp Verde is not to be blamed solely for the long delays associated with this grant project. State Parks is eager to continue to work with Camp Verde to develop recreational opportunities in your community and we encourage the town to resubmit a grant proposal when the terms of the land acquisition are more definite.

If you have questions or concerns regarding this issue, please contact Pat Dutrack, LRSP/LWCF Grant Coordinator, at (602) 542-7129.

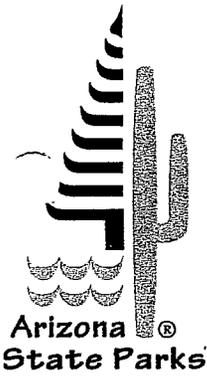
Sincerely,



Jay Ziemann  
Assistant Director

JZ:pd

Enclosures



Janet Napolitano  
Governor

State Parks  
Board Members

Chair  
William C. Porter  
Kingman

William Cordasco  
Flagstaff

Vacant

William C. Scalzo  
Phoenix

Elizabeth Stewart  
Tempe

John U. Hays  
Yarnell

Mark Winkleman  
State Land  
Commissioner

Kenneth E. Travous  
Executive Director

Arizona State Parks  
1300 W. Washington  
Phoenix, AZ 85007

tel & TTY: 602.542.4174  
www.azstateparks.com

800.285.3703 from  
520 & 928) area codes

General Fax:  
602.542.4180

Director's Office Fax:  
602.542.4188

## **Development Criteria**

### **State Recreation Parks**

1. State recreation parks shall be developed to provide a full range of active and passive recreational pursuits, implying that criteria for development within recreation parks shall be more liberal than those for natural or historic parks. Recreation parks will be generally intensively developed with the capability of sustaining concentrated use.
2. Activities such as picnicking, hiking, walking for pleasure, bicycling, horseback riding, boating, fishing, swimming, and other outdoor functions should be provided as physical and managerial considerations permit. Overnight accommodations should provide for a range of experiences from primitive campgrounds to formal recreational vehicle campgrounds, group camping, and cabins, when feasible.
3. To minimize environmental detriments that may result from such a concentration of development, it is vital that the park's intensive use area be restricted and not exceed 40% of the total tract. A minimum of 20% of the land base is to remain as open space.
4. Areas of intensive use may have altered plant communities to withstand heavy use, but native vegetation should be used wherever possible.
5. Water-based recreation parks will have a sufficient size land base to maximize use of the water surface. Provisions will be made for motorized and nonmotorized boating in an attempt to provide a quality experience for both activities.
6. A full range of roads and trails will be required as appropriate to specific park areas and zones.

### **State Historic Parks**

1. A state historic park is established to afford the public an opportunity to experience man's past through the preservation, protection, and interpretation of the historical and cultural resources within an area. Therefore, development must be limited to that which is essential for visitor accommodation and appreciation of the event, feature, or theme for which the area was established. Generally, development will follow the Secretary of the Interior's Standards for Historic Preservation.
2. Recreational use must be restricted to that which is deemed necessary for public appreciation. The degree of development will be determined by the nature of the Park's inholdings and general physical features.
3. Stabilization, rehabilitation, restoration, and reconstruction activities will be as sensitive to the resource as possible, while employing compatible modern building technology and current health and safety standards.

4. Pertinent historic themes will be emphasized through interpretation and development.
5. Design shall provide for the protection of the resource, while allowing for optimum use and minimizing operational costs.
6. All interpretive programs and appropriate facilities will be verified for historical accuracy.

### State Natural Parks

#### Natural Areas

1. The protection of unique, unimpaired natural resources of the State is the principle guideline to be considered for development in State natural areas. Effective management must recognize that any degree of planned development must be consistent with the preservation function so as to moderate any disturbances to the natural integrity of the area.
2. A system of management zones will be created to allow for different levels of use and development. Physical development within a state natural area will be restricted to the outer zones with only limited facilities allowed and will not exceed 5% of the total land base. The protective inner zones may be penetrated by a trail system, but no other convenience facilities will be provided.
3. Natural plant communities are to be unaltered.
4. Interpretive and educational facilities and programs may be provided if deemed feasible and desirable.
5. Natural, indigenous materials, organic and inorganic, are to be used in construction wherever possible; compatible color, line, form, and texture are to be followed closely in all construction.
6. Concessions will be limited and confined to development nodes and must be compatible with resource objectives.
7. A minimum of interpretive trails, visitor center facilities, and wayside exhibits, as appropriate, may be incorporated in the design and development phases. No improvements will be permitted in any zone solely for the convenience, as opposed to the necessity, of visitors.

#### Scenic Areas

1. The protection of unique, unimpaired scenic natural resources of the State is the principle guideline to be considered for development in State scenic areas. Effective management must recognize that any degree of planned development must be

consistent with the preservation function so as to moderate any disturbances to the natural integrity of the area.

2. A system of management zones will be created to allow for different levels of use and development. Physical development will be restricted to the outer zones, allowing sufficient facilities necessary for public access, comfort, and enjoyment and shall not exceed ten percent of the total land base. The inner zones may be penetrated by a trail or road system with associated convenience facilities necessary for visitor comfort and safety. The innermost zones will remain undisturbed by facilities.
3. Natural plant communities are to be unaltered; exceptions include research and demonstration areas, zoos and botanical gardens.
4. Interpretive and educational facilities and programs are to be emphasized.
5. Natural, indigenous materials, organic and inorganic, are to be used in construction wherever possible; compatible color, line, form, and texture are to be followed closely in all construction.

#### Scientific/Educational Areas

1. The protection, study, and interpretation of natural features, ecological systems, zoos and botanical gardens are the principle guidelines to be considered for development in State scientific/educational areas. Educational use of the site is the prime consideration.
2. A system of management zones will be created to allow for different levels of use and development. Physical development will be determined on a site by site basis. Consideration must be given to appropriate public facilities, visitor centers, educational/interpretive structures, research facilities, necessary site manipulations and ongoing management requirements, and accessibility (both public and staff).
3. Natural plant communities will undergo significant alterations and manipulations. Research and demonstration areas may be burned, chained, mechanically altered, or chemically treated. Zoos, arboretums, and botanical gardens may include plant and animal species that are not indigenous to the area.
4. Interpretive and educational facilities and programs are to be emphasized.
5. Natural, indigenous materials, organic and inorganic, are to be used in construction wherever possible; compatible color, line, form, and texture are to be followed closely in all construction.

## Management Criteria

### State Recreation Parks

1. State recreation parks contain natural and man-made resources of recreational appeal that afford opportunities for a wide range of activities requiring a high recreational carrying capacity. As a result, a comprehensive resource management program to include cultural resource protection, wildlife habitat protection, forest management, soil and landscape management, and agricultural use must be applied.
2. The management plan shall be prepared on the basis of identifying and classifying lands within the park boundaries as primary (public use and development) and secondary (preservation and conservation) zones for recreation. The management of the primary zones will be governed by the intensive recreation uses imposed on its resources. The carrying capacity of each state park should be established and enforced to prevent overcrowding to the detriment of both park resources and visitor enjoyment.
3. State recreation parks should be planned, developed, and managed to accommodate various visitor recreational preferences, including provisions for the special needs of the elderly, physically impaired, children, and other visitors. Management shall emphasize the safety of the visiting public, including sanitary practices on culinary water sources.
4. Concessions will be allowed to provide a wide spectrum of facilities and services.
5. Programs will be emphasized that encourage active use and awareness of the area's resources and recreational opportunities.
6. Marketing should primarily target the resident user and encourage off-season use.

### State Historic Parks

1. Management will provide for the protection of the resource while allowing for optimal public use.
2. Historic structures will be classed as to their resource status for the purposes of cultural resource management. These management status classifications consist of:
  - 1) passive preservation or in situ, and 2) active preservation which includes stabilization, rehabilitation, restoration, reconstruction, and excavation. Active preservation treatments should be implemented only when sufficient historical, archaeological and architectural data exist to provide authenticity to the structure. The management details of the cultural resource will be determined on a case by case basis.

3. The quality of State historic parks will depend largely on the visitor's understanding of the historic resources present in the area. Since the historical significance often overshadows the actual physical remains, appropriate interpretive facilities and services should be employed.
4. Programs will be designed to relate resources, personages, or events to the experience and understanding of the visitor.
5. A program for the proper care of artifacts will be implemented.
6. Management shall monitor proposed or existing external land-uses, improvements, or other activities that may impinge upon the resource.
7. Concessions will be limited to those services necessary for visitor safety and enjoyment. Services must be compatible with the overall management objectives of the park.
8. Marketing should primarily target the resident user and encourage off-season use. Access to some of the more fragile cultural areas may be restricted for the protection of the resource, as the primary goal is one of preservation.

### State Natural Parks

#### Natural Areas

1. The protection/preservation of natural areas requires an active resource management program, combined with a sensitive approach in park planning, use, and development. Thus, it is imperative that the application of established ecological management techniques be implemented to permit the natural environment to be essentially maintained by nature.
2. The quality of park use depends to a great extent on the park visitor's understanding of the area's resources. Of necessity, an imaginative and meaningful information and interpretive program must be implemented to provide for this understanding. Programs will emphasize interpretive/educational potentials and provide a direct link between the visitor and the resource.
3. Management shall monitor outside development activities that may impinge upon the protection of the resource.
4. Where appropriate, marketing shall be directed to resident and nonresident users and encourage visitation in appropriate numbers and seasons. Access to some of the more fragile natural areas may be restricted for the protection of the resource, as the primary goal is one of preservation.

### Scenic Areas

1. The protection and enhancement of scenic areas requires an active resource and visitor management program, combined with a sensitive approach in park planning, use, and development to maintain the natural features while allowing for public use.
2. Concessions, if any, will be limited and confined to development nodes and will be compatible with resource objectives.
3. Programs will emphasize interpretive potentials and any structures and programs will be easily accessible by the public.
4. A variety of interpretive trails, visitor center facilities, wayside exhibits, and visitor service facilities, as appropriate, should be incorporated in the design and construction phases.
5. Management shall monitor outside development activities that may impinge upon the protection and scenic values of the resource.
6. Marketing shall be directed to resident and nonresident users and will actively encourage visitation.

### Scientific/Educational Areas

1. The management of scientific/educational areas requires a different approach than most resource management programs. Management will emphasize resource alteration and manipulation rather than preservation.
2. Concessions will be limited and confined to development nodes and will be compatible with resource objectives.
3. The quality of park use depends to a great extent on the park visitor's understanding of the area's resources. Of necessity, an imaginative and meaningful information and interpretive program must be implemented to provide for this understanding. Programs will emphasize interpretive potentials highlighted by the research efforts and demonstration areas, and will provide a direct link between the visitor and the resource.
4. A variety of interpretive trails, visitor center facilities, wayside exhibits, and research facilities, as appropriate, should be incorporated in the design and construction phases.
5. Management shall monitor outside development activities that may impinge upon the protection and integrity of the resource and ongoing research.
6. Marketing, especially for demonstration areas, zoos and botanical gardens, shall be directed to resident and nonresident users and encourage visitation in appropriate

numbers and seasons. Some of the more fragile scientific areas may not be open to the general public, as the primary goal is one of research.

### **Implementation of Process**

All tracts to be considered for inclusion in the State Park System must meet the new classification and criteria, including purpose, selection, development, and management. Existing holdings in the system which do not meet the criteria contained in one of the above classifications shall be upgraded or otherwise altered to comply with the criteria or ultimately be evaluated for uses other than state park holdings. Each potential and existing park site must be evaluated and ranked according to the established rating system and must also be reviewed and approved by the Board on a case-by-case basis before they are pursued.

In addition to the classifications and guidelines outlined above, the Arizona State Parks System has a series of philosophies and policies to follow in implementing the planning, development, and management of its state parks.

### **POLICIES**

*A philosophy is a fundamental statement of values, concepts, or core beliefs.*

*A policy is a definitive statement indicating a course of action in light of given conditions to guide and determine present and future decisions. It is also an inclusive statement of goals and acceptable procedures.*

**Philosophy 1**—The State Parks System needs to provide a balanced integration of park units. A state park may consist of one or more park units with varying management goals.

- Policy A** Acquisition shall be conducted in accordance with the established acquisition priority list which meets the overall objectives and purposes of the System, and with separate priority lists established for each of the system's missions—cultural, natural, recreation and trails, scientific/educational.
- Policy B** Land acquisition will avoid condemnation through eminent domain by utilizing donation, negotiated purchase, less-than-fee acquisition, special use, conservation easements, lease-back arrangements, life-tenancy agreements, and other alternative methods.
- Policy C** Each park unit should be defined by logical, defensible boundaries that will minimize potential threats or intrusions. All inholdings should be acquired as expeditiously as possible through land trades and exchanges when feasible.

**Philosophy 2—The State Parks System is an integration of park units guided by a coordinated set of statewide and site specific comprehensive plans approved by the Arizona State Parks Board. The plans determine future acquisition, development, and management, but are subject to continuous evaluation and revision as approved by the Board or its authorized agent.**

**Policy A** The State Parks System will be guided by a comprehensive, statewide, long-range System Plan.

**Policy B** The results of the Statewide Comprehensive Outdoor Recreation Plan (SCORP) and the State Historic Preservation Office (SHPO) Plan will be evaluated to determine the pertinent priorities to be incorporated into the System Plan.

**Policy C** Each State Park will be guided by an adopted master plan for that unit's management, operation, and development outlining the optimum potential while conserving or protecting the resources. Until comprehensive master plans can be completed for existing state parks, interim management will be guided by existing site development plans and statement of management reports.

**Policy D** Participation by the general public, interested agencies, and organizations will be encouraged in all phases of the Agency's planning and decision-making processes.

**Philosophy 3—The State Parks System should provide a balance of facilities and opportunities for appropriate activities and experiences.**

**Policy A** In developing public access for sites, consideration will be given to a variety of motorized and non-motorized transportation modes including, but not limited to: facilities for equestrian use, bicycles, hiking, boating, public transportation, recreational vehicles, trailers, tour buses, and off-highway vehicles.

**Policy B** Facilities will be provided to support a wide range of overnight experiences, including, but not limited to: cabins, ramadas, hostels, campgrounds, primitive camps, cabanas, group camps, and boat camps.

**Policy C** Suitable facilities will be developed to provide visitors with appropriate information, orientation, and interpretation.

**Policy D** Wherever feasible and possible, sufficient facilities and/or services to allow and encourage use by the elderly, physically impaired, economically disadvantaged, families, and other special visitors will be provided.

**Philosophy 4**—All units of the State Parks System should be developed and managed in a manner conducive to visitor peace, safety, health, enjoyment, and well-being.

- Policy A** All facilities should be designed, developed, and maintained to meet minimum public health and safety requirements and be barrier-free for special populations.
- Policy B** Renovated and newly developed facilities will be designed to minimize operation and maintenance costs, be resistant to vandalism, and utilize appropriate standards, techniques, and materials.
- Policy C** Necessary and continual training of all personnel will be provided, including training programs in cooperation with federal, state, and local agencies.
- Policy D** Regulatory signs and other appropriate information that provide for the safe and enjoyable stay of the visitors will be installed.
- Policy E** On-site law enforcement will be provided in a "low profile" manner to protect visitors and resources, and to maintain peaceful and orderly conditions.
- Policy F** Users should pay fees at all State Parks System units where facilities and services are available and fee collection is practical.
- Fee schedules will be uniform throughout the State.
  - Costs of specialized recreation facilities will be paid for by use wherever feasible and equitable.
  - Reserved uses of areas or facilities will be allowed only on a fee basis, with the exception of approved fee waivers.
  - There will be set fees for commercial use.
- Policy G** The use of unit resources by private enterprises for commercial activities, such as films and fairs, will be permitted only if such uses are in accordance with resource management objectives.
- Policy H** Concession facilities and appropriate services will be provided in a manner consistent with the purpose(s) for which the unit was established and classified, and in accordance with the master plan for the unit.
- All concessions will provide needed and appropriate visitor service at a fair and reasonable price to the user; allow the entrepreneur an equitable profit, and ensure an adequate return to the State Parks System.
  - Duplication of visitor facilities or services that are adequately provided outside unit boundaries will be minimized.

**Policy I** All State Parks System staff should present to the public an image of courteous and distinguished integrity and professionalism, accomplished through appropriate behaviors, actions, and attitudes.

**Philosophy 5**—The State Parks System should be developed and managed to conserve, protect, or preserve the natural, historical, and recreational resources consistent with the recognized management objectives of the park.

**Policy A** The design, development, and maintenance of facilities should maintain or improve air and water quality, conserve energy and water use, and encourage the development and use of alternative energy sources.

**Policy B** The ability of significant resources to withstand the impact of visitor use at each park unit will be monitored and evaluated and, when necessary, corrective measures to reduce the intensity of use or protect resources will be implemented.

**Policy C** All facilities will be designed and located to harmonize in appearance with the surrounding natural landscape, using indigenous building materials wherever possible, to accentuate and be compatible with the primary natural and cultural resources of each area.

**Policy D** Native plant species, in keeping with historic undisturbed vegetation patterns, shall be used in the design and development of new and existing areas and facilities. Specific exemptions shall be made for:

- historic sites, where such plantings would be in keeping with the designated period.
- sites where hardier plants are necessary due to the activity level to stabilize soil or protect other resources.
- zoos, botanical gardens, and arboretums.

**Policy E** Roads, grading, flood protection devices, and bridges near streams should be designed to minimize the impacts and loss of riparian vegetation. Flood control measures to protect park structures and facilities will consider designs which avoid extensive channelization, alteration, or removal of riparian vegetation.

**Policy F** Pending the development and implementation of a site's master plan, necessary steps will be taken to prevent further deterioration of significant historical, natural, or recreational resources.

**Policy G** Management practices, such as integrated pest management and control fires, may be considered only when consistent with the management objectives of the park.

**Policy H** Planning and design of archaeological or historic areas will be coordinated with the State Historic Preservation Officer.

**Policy I** Planning and design of natural areas shall be coordinated with the Natural Areas Advisory Council.

**Philosophy 6**—As an integral part of a statewide network of recreational, natural, and cultural resources, the agency should coordinate with other agencies and organizations for an effective provision of recreational opportunities.

**Policy A** Where opportunities do not otherwise exist in areas of high recreational demand, facilities cooperatively developed on park land owned or operated by other governmental agencies or by the private sector will be pursued.

**Policy B** Trails within the State Parks System will be coordinated with the trails development program in the State, the Arizona Hiking & Equestrian Trails Committee, and adjacent states.

**Policy C** Priority will be given to securing significant areas already in public ownership to provide needed recreational facilities using cooperative agreements.

**Policy D** Through coordination of efforts with the Arizona Department of Transportation, the natural scenery which exists along many State and local highways should be protected from development, land uses, and other activities which would diminish the aesthetic beauty.

—Appropriate indigenous landscaping plants should be encouraged adjacent to scenic roads and highways.

—Walking, hiking, biking, and equestrian riding trails should be provided along scenic roads where they can be provided safely and without significant adverse environmental impacts.

**Policy E** The agency will review, comment, and support significant recreation resources and opportunities proposed by other agencies.

**Philosophy 7**—The State Parks System should become an integral and viable component of the local or regional community.

**Policy A** Special uses of park facilities and settings for group activities, such as special events, weddings, fairs, festivals, and hike-a-thons, will be allowed if consistent with established standards and plans for the affected unit.

**Policy B** Off-site information, outdoor skills, and environmental education programs, including seminars, classes, outings, and workshops for youth leaders and school teachers, school presentations, and interpretive programs to groups and organizations will be developed as feasible.

**Policy C** Volunteers will be actively recruited and used to assist with various aspects of park operations and resource management.

**Policy D** Non-profit corporations will be encouraged to provide user services and develop and operate user facilities, particularly when such facilities are provided in conjunction with restoring and interpreting historical units.

**Policy E** Each state park unit should seek active cooperation and coordination of efforts with the local business community.

**Philosophy** The recreational, inspirational and educational opportunities available at units of the State Parks System should be promoted through a variety of methods and media.

**Policy A** High-quality, promotional materials and programs that are readily available, tailored to diverse human needs, and commensurate with each unit's resource management and development goals will be provided to make visitors aware of opportunities present.

**Policy B** The needs of elderly, physically impaired, non-English speakers, children, and other special visitors will be considered in the design and development of information, interpretive programs and services.

**Policy C** A comprehensive outreach program will be used to inform residents of the natural, cultural, and recreational resources and opportunities of the State.

**Policy D** A comprehensive marketing program to inform Arizona residents and other potential visitors of the natural, cultural, and recreational resources and opportunities of the State Parks System will be developed using a variety of media and technologies.

**Policy E** Opportunities to enter into joint or reciprocal arrangements to cooperatively market and promote outdoor recreation, interpretive, and educational activities will be pursued.

**Policy F** Special events may be held at state park sites, especially in the off-season, to promote the site and to increase public awareness of the State Parks System.

**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Type: Regular**

**Meeting Date: 5-23-07**

**Type(s) of Presentation:** Verbal Only

**AGENDA TITLE:** PUBLIC HEARING, DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 2007-724, A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA APPROVING USE PERMIT 2007-02 TO ALLOW FOR THE OPERATION OF A BED & BREAKFAST ON PARCEL 404-30-009G ZONED R1L-18 FOR A PERIOD OF 7 YEARS. THIS PROPERTY IS LOCATED AT 94 COPPINGER STREET.

**PURPOSE AND BACKGROUND INFORMATION:** Recently staff did a review of all use permits and sent out letters of notification to all applicants that were still actively operating under a use permits that were either expired or were soon to be expired. Many of these permits were issued years ago with no time limit noted on the permit. Therefore, these fall under the Section 108 I 3.b of the Planning and Zoning Ordinance where it states that use permits will be issued for a maximum period of 10 years.

Ms. Richmond met with staff and has submitted an application to renew her use permit allowing for her continued operation of a bed & breakfast on parcel 404-30-009G for a period of seven years. Staff has sent out 24 letters to property owners within 300' and as of the writing of this report, no comments have been received on this application. This is an existing activity on the site and no expansion is planned. The property is zoned R1L-18.

**STAFF RECOMMENDATION(S):** approval

**COMMISSION RECOMMENDATION:** At a Public hearing on May 3, 2007, the Planning and Zoning Commission voted unanimously to recommend to Council approval of use permit 2007-01 for a period of seven years.

**LIST ALL ATTACHMENTS:** Resolution, staff report, site plan, and picture of structure

**Type of Document Needing Approval (Check all that apply):**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Acceptance/Approval         | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Preliminary Plat         |
| <input type="checkbox"/> Intergovernmental Agreement | <input type="checkbox"/> Ordinance          | <input type="checkbox"/> Special Consideration    |
| <input type="checkbox"/> Public Hearing              | <input type="checkbox"/> Resolution         | <input type="checkbox"/> Presentation/Report Only |
| <input type="checkbox"/> Special/Temp Use Permit     | <input checked="" type="checkbox"/> Other:  |   |

**Submitting Department: P&Z**

**Contact Person: Nancy Buckel**



**RESOLUTION 2007-724**

**A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA APPROVING USE PERMIT 2007-02 TO ALLOW FOR THE OPERATION OF A BED & BREAKFAST ON PARCEL 404-30-009G ZONED R1L-18 FOR A PERIOD OF 7 YEARS. THIS PROPERTY IS LOCATED AT 94 COPPINGER STREET.**

The Common Council of the Town of Camp Verde hereby resolves as follows:

- I. The Common Council hereby finds as follows:
  - A. A request for approval of Use Permit 2007-02 was filed by Beatrice Richmond, , owners of tax parcel 404-30-009G to allow for the operation of a Bed & Breakfast in her residence for a period of 7 years.
  - B. The request was reviewed by the Planning and Zoning Commission on May 3, 2007 and by the Common Council on May 23, 2007 in public hearings that were advertised and posted according to state law.
  - C. Staff received signed letters of support from neighbors for the continued operation of the Bed & Breakfast on May 1, 2007.
  - D. The purpose of the Use Permit is to allow for the operation of a Bed & Breakfast consisting of two rooms for a maximum of 4 guests.
  - E. The proposed use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.

The Common Council of the Town of Camp Verde hereby approves UP 2007-02 for the purpose of operating a Bed & Breakfast for a period of 7 years.

**PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON MAY 23, 2007.**

\_\_\_\_\_  
Tony Gioia, Mayor

Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
Deborah Barber, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Town Attorney

Date Recv'd 3-19-07  
Recv'd By B. OIUM  
Fees Paid \$670<sup>00</sup>

CASE NO. 2007-05  
PROJECT NO. 2007-01  
Use Permit

**TOWN OF CAMP VERDE**  
COMMUNITY DEVELOPMENT DEPARTMENT 03-19-07A10:23 RCVD  
473 S. MAIN STREET, SUITE 108  
CAMP VERDE, ARIZONA 86322  
(928) 567-8513 • FAX (928) 567-7401  
**USE PERMIT APPLICATION**

APPLICATION DATE \_\_\_\_\_ TAKEN BY DT/BD  
ASSESSOR'S PARCEL NO. 404-30-96 (Formerly B) CLASSIFICATION OF UP \_\_\_\_\_  
PRESENT ZONING R1L18 FEES 670<sup>00</sup> Rec. # 12400  
SUBDIVISION \_\_\_\_\_ HEARING DATE \_\_\_\_\_  
ADDRESS OF PROPERTY 94 Coppinger St., C.V.

**REQUEST:**  
Extend use permit to allow operation of bed & breakfast (B+B) for another 7 years. Original permit (for 10yrs) was granted in 1994. Two rooms, maximum guests: 4

OWNER Beatrice Richmond PHONE 567-1988 FAX \_\_\_\_\_  
ADDRESS 94 Coppinger St. CITY Camp Verde STATE AZ ZIP 86322  
CONTACT PERSON same

If the applicant is not the property owner, the owner shall complete and sign the following statement. I hereby authorize \_\_\_\_\_ to act as my agent in the application.  
Name of Agent \_\_\_\_\_  
Signature of Owner Beatrice Richmond Date 3/21/07

\*\*\*\*\*  
AGENT \_\_\_\_\_ PHONE \_\_\_\_\_ FAX \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
CONTACT PERSON \_\_\_\_\_  
\*\*\*\*\*

I hereby file the above request and declare that all information submitted is true and correct to the best of my knowledge and belief. I further acknowledge that any omission of information or any error in my application may be cause for delay in it's normal scheduling.  
Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

TOWN OF CAMP VERDE  
COMMUNITY DEVELOPMENT DEPARTMENT  
BUILDING DIVISION

PERMISSION TO ENTER PROPERTY

Hearing Application Number \_\_\_\_\_ PARCEL NO: 404-30-9G

DATE: 18 March 2007 LEGAL DESCRIPTION: metes & bounds

NAME: Beatrice Richmond

ADDRESS: Box 3031, Camp Verde

I the undersigned, hereby give permission to the Town of Camp Verde Community Development Department or Public Official, in the discharge of duties stated herein, and for good and probable cause, to enter the above described property to inspect same in connection with the application made under the terms of the adopted building codes and Planning and Zoning Ordinances of the Town of Camp Verde. Such investigation may be made to determine whether or not any portion of such property, building, grading or other structure is being placed, erected, maintained, constructed or used in violation of the Codes or Ordinances of the Town of Camp Verde or any other agencies that they have agreements with that pertain to the building, grading or placement of structures. Such entry shall be within 90 days of the date of my signature or within the active limitations of any permits issued to me by the Town of Camp Verde for building, grading, erecting, maintaining or constructing. Such entry shall be limited between the hours of 7AM and 6PM MST. I understand that this permission to enter property is OPTIONAL and VOLUNTARILY GIVEN and may be withdrawn or revoked (either in writing or orally) at any time.

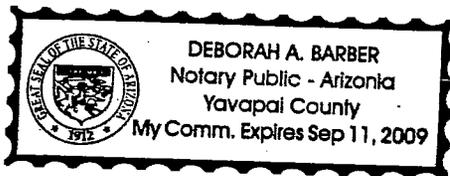
Beatrice Richmond  
Applicant's Signature

3/18/07  
Date

Agent for: \_\_\_\_\_  
State of Arizona  
Town of Camp Verde

On this 19 Day of March, 2005 before me, the undersigned Notary Public, personally appeared Beatrice Richmond  
Who executed the forgoing instrument for the purpose therein contain.

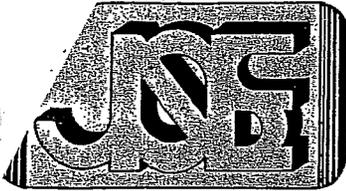
In witness whereof; I hereby set my hand and official seal.



Deborah A. Barber  
Notary

Sept. 11, 2009  
Date of Commission Expires





# JOE JONES & ASSOCIATES, INC.

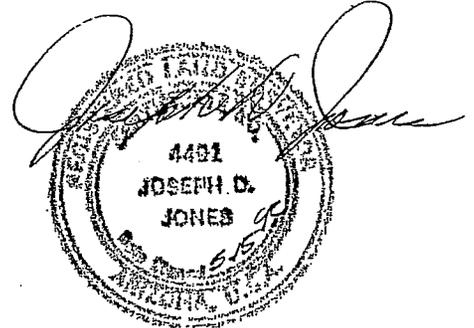
Land Surveying \* Civil Engineering

Job #29-78

REF:j11

May 15, 1992

PAGE 2 OF 2  
BK 3657 PG 369 FEE#3141237



BEA RICHMOND

P. O. Box 2019

Camp Verde, Arizona 86322

RE: LEGAL DESCRIPTION - LOT C *Jones - road "G"*

A portion of Section 32, T14N, R5E, G&SRB&M, Yavapai County, Arizona, more particularly described as follows:

Beginning at the SW corner of the NW $\frac{1}{4}$  NW $\frac{1}{4}$  of said Section 32; Thence N59°09'30"E, a distance of 577.6 feet to a point; Thence N58°00'10"E, a distance of 152.34 feet to a point; Thence N2°14'01"W, a distance of 83.71 feet to the TRUE POINT OF BEGINNING; Thence N2°14'01"W, a distance of 294.77 feet to the center of the Woods Ditch; Thence S31°56'20"E, along said Wood Ditch, a distance of 290.29 feet to a point; Thence S71°15'35"W, a distance of 150.00 feet to the TRUE POINT OF BEGINNING.

Parcel contains: 21,201 square feet, more or less.

Together with, an easement for utilities and roadway purposes, described as follows:

A strip of land 20.00 feet in width, lying 20.00 feet left of the following described line; Beginning at the SW corner of the above described parcel; Thence S2°14'01"E, a distance of 83.71 feet to a point; Thence S11°30'22"E, a distance of 151.04 feet to a point; Thence S71°12'16"W, a distance of 129.39 feet to a point on the Easterly line of Coppinger Street.

*.487 Ac.*

RECORDERS MEMO: Legibility  
Questionable for good reproduction.

# TOWN OF CAMP VERDE

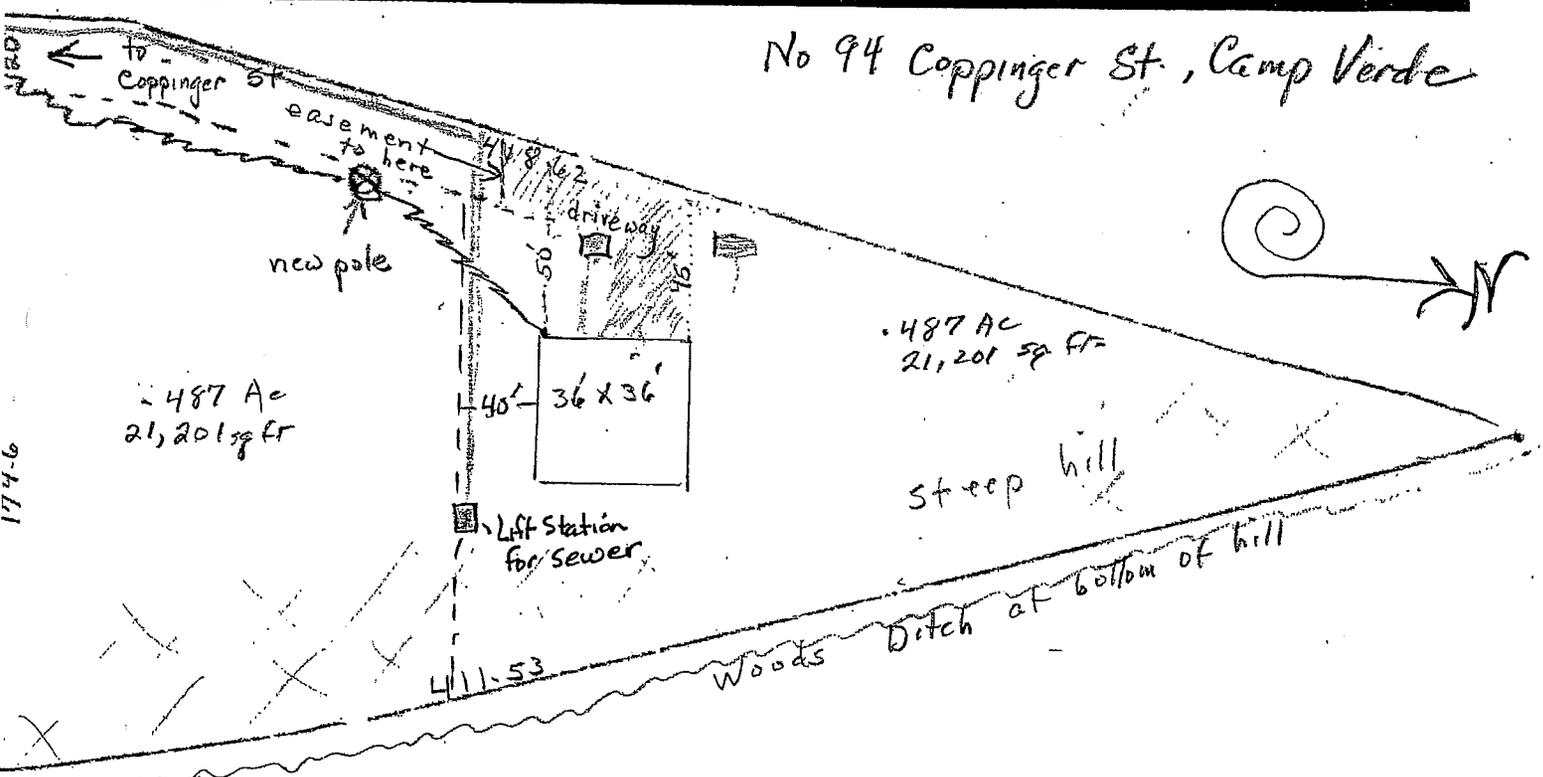
now 9G Plot Plan Sketch, Signs and Structures

Parcel# 404-30-9B Street Address 94 Coppinger St. Sewer Permit# \_\_\_\_\_  
 Zoning R1L-18 Required Setbacks: Front 30 Rear 30 Between Buildings 20

## YOUR PLOT PLAN MUST SHOW:

- |  |   |
|--|---|
| ___ Lot Lines  | ___ Setbacks of Existing Buildings                          |
| ___ Lot Dimensions   | ___ Setbacks of Septic Tank From Buildings & Property Lines |
| ___ North Mark   | ___ Setbacks of Proposed Buildings                          |
| ___ Driveway   | ___ Location of Electric Line Entrance                      |
| ___ Streets by Property  | ___ Location of Water Line Entrance                         |
| ___ Location of Natural Water Courses or Ditches on or Near Property |   |

No 94 Coppinger St., Camp Verde



This is entirely recorded as 9B.  
 But it was surveyed by Hallett in 1973 as two lots; each has water. I have no plans at this time to separate them.

- propane
- city water line, already in place
- pump/sewer line
- electric service

Zoning Permit: I certify that this Plot Plan indicated as structures (including fences, wall and pads) correct property and building dimensions; setback distances; legal access and easements; and any water course on or adjacent to the property within 20 feet of any proposed or existing structures. Sign Permit: I certify that this Plot Plan indicates the sign copy and dimensions of said sign covered under this permit.

Beatrice Richmond  
 Signature

12-9-92



I. **USE-PERMITS:**

1. **Purpose:** Use Permits (UP) are provided for instances where a use or uses normally prohibited by a use district should be allowed due to the unique characteristics of the property and of the surrounding areas, but a rezoning to a less restrictive use district is not appropriate. The UP is combined with some other zoning district.
2. **Uses Permitted:** All uses allowed in the use district with which the UP is combined. Any use permitted under the specific terms of the UP.
3. **Special Provisions:**
  - a. Use Permits are applied for in the same manner as zoning district changes.
  - b. Use Permits will be issued for a maximum period of 10 years and may be extended, and modified, by the Town Council for additional periods.
  - c. Use Permits may contain specific limitations on the scope, nature and duration of the use, as deemed proper to secure the objectives of this Ordinance. Use Permits may be for a fixed time period, and a use permit does not grant a vested right beyond the term of the permit. Where an application involves a definite development scheme the applicant must submit a layout and landscape plan, building elevations and other pertinent data as may be requested.
  - d. The Permittee must obtain building permits within six months from the date the use permit was issued. Failure to obtain a building permit or begin the use shall void the permit unless a delay to start the construction has been granted or an extension has been applied for with the Community Development Director prior to the expiration of the six-month period. Additional extensions must go to Council.
  - e. Violation of the terms of the Use Permit or this Ordinance voids the Use Permit.
  - f. If the use or uses for which a Use Permit has been granted are discontinued for a continuous period of six months, the Use Permit is voided.
  - g. Decisions by the Community Development Director which result in the voiding of the Use Permit may be appealed to the Town Council, subject to an application for appeal being on file in the Community Development Department within thirty (30) days of notification of the Use Permit being voided.
  - h. Within thirty (30) days of any change, permittees shall notify the Community Development Department of any changes.



# TOWN OF CAMP VERDE

*Rec'd 5/1/07*

◆ 473 S. Main Street ◆ Camp Verde, Arizona 86322 ◆ (928) 567-6631 FAX 567-9061  
Marshal 567-6621 ◆ Parks & Recreation 567-0535 ◆ Community Development 567-8513 ◆ www.campverde-az.gov

April 3, 2007

Frieda Lancaster  
PO Box 1893  
Camp Verde, AZ 86322

As an owner of property within 300' of the following, the Town of Camp Verde wishes to inform you that an application hearing has been tentatively scheduled for:

**UP 2007-01**

An application submitted by Beatrice Richmond owner of parcel 404-30-009G requesting renewal of a use permit to allow operation of a Bed & Breakfast for 7 years. The original permit was granted in 1994 for two rooms, with a maximum of four (4) guests. The property is located at 94 Coppinger St. Camp Verde.

This item will be heard by the Planning & Zoning Commission May 3, 2007 and by the Mayor and Town Council on May 23, 2007 these meetings are scheduled for 6:30 PM in the Town Hall Council Chambers, Room 106. This facility is located at 473 S. Main Street and is handicapped accessible. Anyone interested in information pertaining to the above item may contact the Community Development Department at (928) 567-8513 or may attend the hearing. Anyone wanting to submit written comments may do so (10) ten days prior to the hearing date.

Sincerely,

*Jenna Paulsen*  
Jenna Paulsen  
Administrative Assistant

Cc: File

*No objection - Frieda Lancaster  
21 April 07  
No objection - Laura Baldwin  
4/21/07*





# TOWN OF CAMP VERDE

Received 5/1/07

◆ 473 S. Main Street ◆ Camp Verde, Arizona 86322 ◆ (928) 567-6631 FAX 567-9061  
Marshal 567-6621 ◆ Parks & Recreation 567-0535 ◆ Community Development 567-8513 ◆ www.campverde-az.gov

April 3, 2007

Beatrice Richmond  
PO Box 3031  
Camp Verde, AZ 86322

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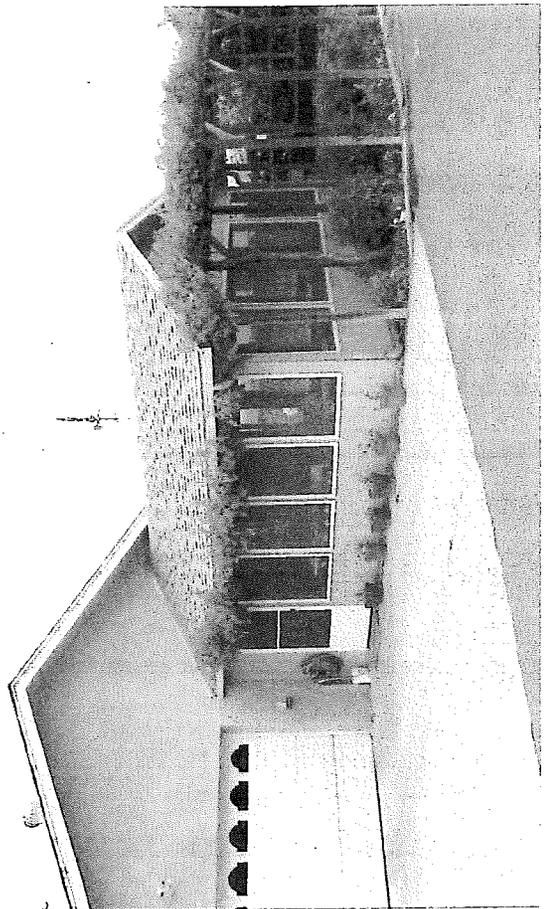
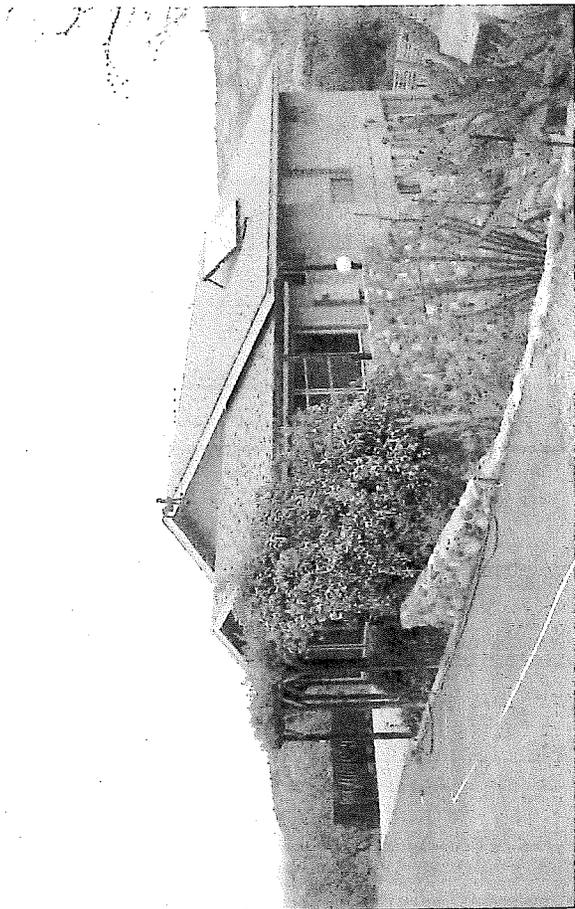
Sincerely,

Jenna Paulsen  
Administrative Assistant

Cc: File

no objection - Schawlithe Sloan 4-27-07  
no objections - Susan Skelton 5/1/07  
no objection - Jane Slowers 5/1/07





8  
**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Type: Regular**

**Meeting Date: 5-23-07**

**Type(s) of Presentation:** Verbal Only

**AGENDA TITLE:** PUBLIC HEARING, DISCUSSION AND POSSIBLE APPROVAL OF ORDINANCE 2007 A339 AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA AMENDING SECTION 113 OF THE ZONING ORDINANCE REQUIRING CITIZEN REVIEW AND PARTICIPATION FOR ANY AMENDMENT TO THE ZONING ORDINANCE OR ANY USE PERMIT THAT REQUESTS MODIFICATION OF ANY REGULATIONS.

**PURPOSE AND BACKGROUND INFORMATION:** The Town Attorney has indicated that the Town needs to establish a citizen participation process to be in compliance with Arizona Revised Statutes. Staff has drafted the amendment and provided such for the Commission to recommend to Council for adoption. This draft document is a result of Commission comment and recommendation. Attached to the packet is the ARS Statutes requiring this process.

**STAFF RECOMMENDATION(S):** Approval

**LIST ALL ATTACHMENTS:** Ordinance, Staff report, draft of Section 113, and ARS 9-462.03 and 9-462.04

**Type of Document Needing Approval (Check all that apply):**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Acceptance/Approval                | <input type="checkbox"/> Agreement/Contract   | <input type="checkbox"/> Preliminary Plat         |
| <input type="checkbox"/> Intergovernmental Agreement        | <input checked="" type="checkbox"/> Ordinance | <input type="checkbox"/> Special Consideration    |
| <input checked="" type="checkbox"/> Public Hearing          | <input type="checkbox"/> Resolution           | <input type="checkbox"/> Presentation/Report Only |
| <input checked="" type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other:               |   |

**Submitting Department: P&Z**

**Contact Person: Nancy Buckel**



## ORDINANCE 2007 A339

### AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA AMENDING SECTION 113 OF THE ZONING ORDINANCE REQUIRING CITIZEN REVIEW AND PARTICIPATION FOR ANY AMENDMENT TO THE ZONING ORDINANCE OR ANY USE PERMIT THAT REQUESTS MODIFICATION OF ANY REGULATIONS.

**WHEREAS**, the Town of Camp Verde adopted the Planning and Zoning Ordinance in Ordinance 87 A23, approved July 9, 1987, and

**WHEREAS**, Section 113 of the Planning and Zoning Ordinance allows for the amendment, supplement or change of zoning text regulations of the Planning and Zoning Ordinance by the Town Council, and

**WHEREAS**, the Town Council has an abiding interest in protecting the public health safety and welfare by establishing requirements for provisions of the Planning and Zoning Ordinance by including definitions.

**NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE AS FOLLOWS:**

**Section 1.** Section 113 of the Zoning Code is hereby amended to add section C as the following:

#### **C. CITIZEN REVIEW AND PARTICIPATION**

1. For all zone change applications, specific plan applications or use permit applications the following citizen review and participation process is required:
  - a. Prior to any public hearing, the applicant or an appointed representative shall arrange a meeting with planning staff which identifies development issues as well as arrangements and scheduling for the neighborhood meeting described in subsection b. below.
  - b. The applicant or an appointed representative shall conduct a neighborhood meeting designed to inform adjoining residents and property owners about the proposed zone change, specific plan application or use permit.
  - c. At least 15 days prior to the scheduled neighborhood meeting, the applicant shall notify all property owners within 300 feet of the subject site by first class mail and post the actual property with meeting date and time. The notification shall include the date, time and place for the neighborhood meeting, as well as a description of the proposed land uses. The applicant shall provide an affidavit attesting to this notification being accomplished.

- d. It is the responsibility of the applicant or their representative initiating the zone change to conduct the meeting and provide an opportunity for a question and answer period by the audience. It is also the responsibility of the same to identify a point of contact to the public for follow up questions and comments.
  - e. A written summary of the meeting by way of affidavit , including a list of attendees and the issues and concerns discussed, must be prepared by the applicant and a copy submitted to the Planning Department within 15 days after the neighborhood meeting along with a photo of the posting on the property and a copy of the letter sent out about the meeting.
2. If the Town adopts any zone change or any amendment that imposes any regulation not previously imposed or that removes or modifies any such regulation previously imposed, it must comply with the citizen review process as set forth in ARS §9-462.03.

**Section 2.** All ordinances or parts of ordinances in conflict with the provisions of this ordinance or any part of the code adopted herein by reference, are hereby repealed, effective as of the effective date of this ordinance.

**Section 3.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

**Section 4.** This ordinance is effective upon completion of publication and any posting as required by law.

**PASSED AND APPROVED** by a majority vote of the Town Council of the Town of Camp Verde, Arizona on this 23rd day of May 2007.

\_\_\_\_\_  
Tony Gioia, Mayor

Date \_\_\_\_\_

Approved as to form:

Attest: \_\_\_\_\_  
Deborah Barber, Town Clerk

\_\_\_\_\_  
Town Attorney

**SECTION 113**

**AMENDMENTS BY**

**THE PLANNING AND ZONING COMMISSION**

**AND**

**TOWN COUNCIL**

**A. AUTHORITY:**

1. The Town Council, may, from time to time, after public hearings and Commission report as prescribed herein, amend supplement or change zoning boundaries or zoning text regulations herein or subsequently established. Any such proposed amendments may be initiated by the Planning and Zoning Commission, the Town Council or by application of property owners.
2. Application for amendment shall be filed in the office of the Community Development Department on forms provided therefore.

**B. APPLICATIONS:**

1. Any amendment to this Zoning Ordinance, which changes any property from one zone to another, imposes any regulation not previously imposed, or which removes or modifies any regulation previously imposed shall be adopted in the manner set forth in this section.
2. Applications for Zoning Ordinance text amendments and rezoning amendments requiring Town Council approval shall be made in the office of the Community Development Department on a form provided, along with such supplemental information required by the Department, and shall be accompanied by a fee established by approval of the Town Council. No part of any such fee shall be refundable after an application is filed and such fee paid, except at the discretion of the Town Council.
3. Before any such amendments or use permits shall be considered by the Town Council, the request or amendment shall be referred to the Planning and Zoning Commission for a report and written recommendation. The recommendation shall include the reasons for the recommendation and be transmitted to the Town Council in such form and manner as may be specified by

the Town Council. Prior to reporting on any such request or amendment, the Planning and Zoning Commission shall hold a public hearing. After such hearing the Council may adopt the recommendation of the Planning and Zoning Commission without holding a second public hearing provided there is no objection, request for public hearing or other protest. The Town Council shall hold a public hearing if requested by the party aggrieved or any member of the public or of the Town Council, or in any case, if no public hearing has been held by the Planning and Zoning Commission. Notice of the time and place of the hearing shall be given in the time and manner provided for the giving of notice of the hearing by the Planning Commission. The Commission shall report to the Town Council within 60 days of the date of a complete application submittal.

4. Notice of public hearing for all amendments to the zoning ordinance or the zoning map shall be done in accordance with the provisions of Arizona Revised Statutes 9-462.04 as they exist now or as they are amended from time to time.
5. Written protests of any amendments to the zoning ordinance or the zoning map shall be filed in the office of the Community Development Department by no later than 5:00 p.m. the Friday preceding the Town Council meeting at which such amendment will be considered.
6. A decision made by the Town Council involving rezoning of land which is not owned by the Town and which changes the zoning classification of such land may not be enacted as an emergency measure and such a change shall not be effective for at least 30 days after the final approval of the change in classification by the Council.
7. In the event an application has been denied by the Town Council, the Commission shall refuse to consider a similar application within twelve (12) months of the application date.

### **C. CITIZEN REVIEW AND PARTICIPATION**

1. For all zone change applications, or use permits the following citizen review and participation process is required:
  - a. At least 60 days prior to any public hearing, the applicant or an appointed representative shall arrange a meeting with planning staff which identifies development issues as well as

arrangements and scheduling for the neighborhood meeting described in subsection b. below.

- b. At least 30 days prior to any public hearing, The applicant or an appointed representative shall conduct a neighborhood meeting designed to inform adjoining residents and property owners about the proposed zone change or use permit.
- c. At least 15 days prior to the scheduled neighborhood meeting, the applicant shall notify all property owners within 300 feet of the subject site by first class mail and post the actual property with meeting date and time. The notification shall include the date, time and place for the neighborhood meeting, as well as a description of the proposed land uses. The applicant shall provide an affidavit attesting to this notification being accomplished.
- d. It is the responsibility of the applicant or their representative initiating the zone change to conduct the meeting and provide an opportunity for a question and answer period by the audience. It is also the responsibility of the same to identify a point of contact to the public for follow up questions and comments.
- e. A written summary of the meeting by way of affidavit, including a list of attendees and the issues and concerns discussed, must be prepared by the applicant and a copy submitted to the Planning Department within 15 days after the neighborhood meeting along with a photo of the posting on the property and a copy of the letter sent out about the meeting.

|                |               |                   |
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| ARS TITLE PAGE | NEXT DOCUMENT | PREVIOUS DOCUMENT |
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9-462.03. Amendment procedure

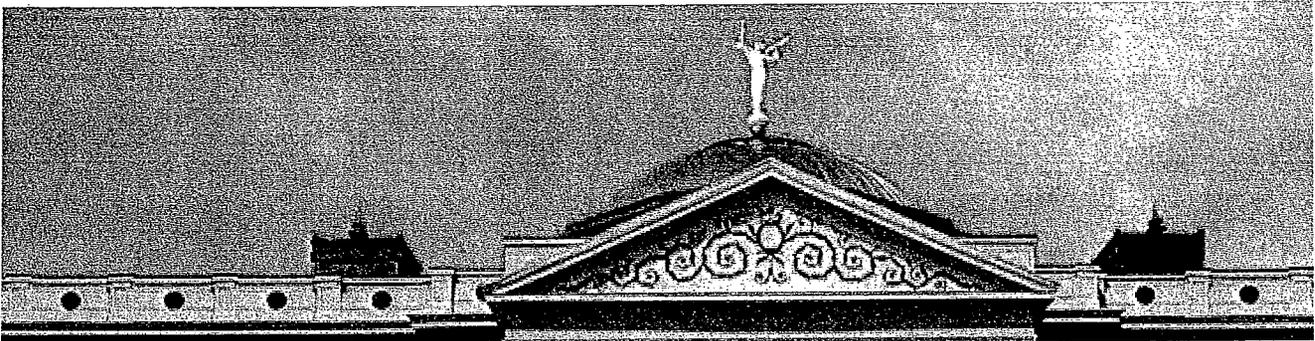
A. The governing body of the municipality shall adopt by ordinance a citizen review process that applies to all rezoning and specific plan applications that require a public hearing. The citizen review process shall include at least the following requirements:

1. Adjacent landowners and other potentially affected citizens will be notified of the application.
2. The municipality will inform adjacent landowners and other potentially affected citizens of the substance of the proposed rezoning.
3. Adjacent landowners and other potentially affected citizens will be provided an opportunity to express any issues or concerns that they may have with the proposed rezoning before the public hearing.

B. A zoning ordinance that changes any property from one zone to another, that imposes any regulation not previously imposed or that removes or modifies any such regulation previously imposed must be adopted following the procedure prescribed in the citizen review process and in the manner set forth in section 9-462.04.

## Arizona State Legislature

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9-462.04. Public hearing required

A. If the municipality has a planning commission or a hearing officer, the planning commission or he officer shall hold a public hearing on any zoning ordinance. Notice of the time and place of the hearir including a general explanation of the matter to be considered and including a general description of affected shall be given at least fifteen days before the hearing in the following manner:

1. The notice shall be published at least once in a newspaper of general circulation published or circu the municipality, or if there is none, it shall be posted on the affected property in such a manner as t legible from the public right-of-way and in at least ten public places in the municipality. A posted not be printed so that the following are visible from a distance of one hundred feet: the word "zoning", t present zoning district classification, the proposed zoning district classification and the date and time hearing.
2. In proceedings involving rezoning of land which abuts other municipalities or unincorporated areas county or a combination thereof, copies of the notice of public hearing shall be transmitted to the ple agency of such governmental unit abutting such land. In proceedings involving rezoning of land that located within the territory in the vicinity of a military airport or ancillary military facility as defined in 28-8461, the municipality shall send copies of the notice of public hearing by first class mail to the r airport. In addition to notice by publication, a municipality may give notice of the hearing in such oth manner as it may deem necessary or desirable.
3. In proceedings that are not initiated by the property owner involving rezoning of land which may t the zoning classification, notice by first class mail shall be sent to each real property owner, as show last assessment of the property, of the area to be rezoned and all property owners, as shown on the assessment of the property, within three hundred feet of the property to be rezoned.
4. In proceedings involving one or more of the following proposed changes or related series of chang standards governing land uses, notice shall be provided in the manner prescribed by paragraph 5:
  - (a) A ten per cent or more increase or decrease in the number of square feet or units that may be developed.
  - (b) A ten per cent or more increase or reduction in the allowable height of buildings.
  - (c) An increase or reduction in the allowable number of stories of buildings.
  - (d) A ten per cent or more increase or decrease in setback or open space requirements.

(e) An increase or reduction in permitted uses.

5. In proceedings governed by paragraph 4, the municipality shall provide notice to real property owners pursuant to at least one of the following notification procedures:

(a) Notice shall be sent by first class mail to each real property owner, as shown on the last assessor's map whose real property is directly governed by the changes.

(b) If the municipality issues utility bills or other mass mailings that periodically include notices or other informational or advertising materials, the municipality shall include notice of such changes with such bills or other mailings.

(c) The municipality shall publish such changes prior to the first hearing on such changes in a newspaper of general circulation in the municipality. The changes shall be published in a "display ad" covering not less than one-eighth of a full page.

6. If notice is provided pursuant to paragraph 5, subdivision (b) or (c), the municipality shall also send notice by first class mail to persons who register their names and addresses with the municipality as being interested in receiving such notice. The municipality may charge a fee not to exceed five dollars per person for providing this service and may adopt procedures to implement this paragraph.

7. Notwithstanding the notice requirements set forth in paragraph 4, the failure of any person or entity to receive notice shall not constitute grounds for any court to invalidate the actions of a municipality for which the notice was given.

B. If the matter to be considered applies to territory in a high noise or accident potential zone as defined in section 28-8461, the notice prescribed in subsection A of this section shall include a general statement of the matter applies to property located in the high noise or accident potential zone.

C. After the hearing, the planning commission or hearing officer shall render a decision in the form of a written recommendation to the governing body. The recommendation shall include the reasons for the recommendation and be transmitted to the governing body in such form and manner as may be specified by the governing body.

D. If the planning commission or hearing officer has held a public hearing, the governing body may accept the recommendations of the planning commission or hearing officer without holding a second public hearing if there is no objection, request for public hearing or other protest. The governing body shall hold a public hearing if requested by the party aggrieved or any member of the public or of the governing body, or in any other case, if no public hearing has been held by the planning commission or hearing officer. In municipal territory in the vicinity of a military airport or ancillary military facility as defined in section 28-8461, the governing body shall hold a public hearing if, after notice is transmitted to the military airport pursuant to subsection A of this section and before the public hearing, the military airport provides comments or objections concerning the compatibility of the proposed rezoning with the high noise or accident potential general aviation or military airport or ancillary military facility operations that may have an adverse impact on public hearing safety, and the governing body shall consider and analyze the comments or analysis before making its determination. Notice of the time and place of the hearing shall be given in the time and manner prescribed by the giving of notice of the hearing by the planning commission as specified in subsection A of this section. In addition a municipality may give notice of the hearing in such other manner as it may deem necessary and desirable.

E. A municipality may enact an ordinance authorizing county zoning to continue in effect until municipal zoning is applied to land previously zoned by the county and annexed by the municipality, but in no event longer than six months after the annexation.

F. A municipality is not required to adopt a general plan prior to the adoption of a zoning ordinance.

G. If there is no planning commission or hearing officer, the governing body of the municipality shall the functions assigned to the planning commission or hearing officer.

H. If the owners of twenty per cent or more either of the area of the lots included in a proposed char of those immediately adjacent in the rear or any side thereof extending one hundred fifty feet thereof of those directly opposite thereto extending one hundred fifty feet from the street frontage of the op lots, file a protest in writing against a proposed amendment, it shall not become effective except by favorable vote of three-fourths of all members of the governing body of the municipality. If any men the governing body are unable to vote on such a question because of a conflict of interest, then the number of votes for passage of the question shall be three-fourths of the remaining membership of t governing body, provided that such required number of votes shall in no event be less than a majori full membership of the legally established governing body.

I. In applying an open space element or a growth element of a general plan, a parcel of land shall nc rezoned for open space, recreation, conservation or agriculture unless the owner of the land consent rezoning in writing.

J. Notwithstanding the provisions of section 19-142, subsection B, a decision by the governing body rezoning of land which is not owned by the municipality and which changes the zoning classification land may not be enacted as an emergency measure and such change shall not be effective for at lea days after final approval of the change in classification by the governing body.

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**TOWN OF CAMP VERDE  
Council Agenda Action Form**

**Meeting Type: Regular**

**Meeting Date: May 23, 2007**

**Consent:**  **Executive Session/Confidential:**  Type(s) of Presentation: Verbal Only

**AGENDA TITLE:** (Be Exact): Discussion, consideration and possible approval of Ordinance 2007 A341 amending Ordinance 2004-A274 adopting by reference the 2003 International Plumbing Code, (IPC), and 2003 International Building Code Appendix J - Grading , establishing fee schedules, and proscribing penalties for violations thereof.

**PURPOSE AND BACKGROUND INFORMATION:** The Building Department is requesting the amendment of Ordinance 2004-A274 that adopted the 2003 IBC codes and related codes. Currently Cities and Towns enforce the state mandated Arizona Uniform Plumbing Code (AZUPC) for plumbing code plan review and inspections; however, the AZUPC will sunset on June 30, 2007 and the Town must adopt a plumbing code. Staff is requesting the adoption of the 2003 International Plumbing Code to take its place. In addition, it has come to our attention that Appendix J-Grading, included in the 2003 IBC Code book, must be adopted separately in order to be enforced. Staff has added this in the amendment of this ordinance.

**STAFF RECOMMENDATION(S):** Approve

**LIST ALL ATTACHMENTS:** Staff report, Ordinance & Appendix J - Grading section of the 2003 IBC.

**Type of Document Needing Approval (Check all that apply):**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Acceptance/Approval      | <input type="checkbox"/> Agreement/Contract   | <input type="checkbox"/> Emergency Clause            |
| <input type="checkbox"/> Final Plat               | <input type="checkbox"/> Grant Submission     | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input checked="" type="checkbox"/> Ordinance | <input type="checkbox"/> Preliminary Plat            |
| <input type="checkbox"/> Public Hearing           | <input type="checkbox"/> Resolution           | <input type="checkbox"/> Special Consideration       |
| <input type="checkbox"/> Special/Temp Use Permit  | <input type="checkbox"/> Other:               | <input type="checkbox"/> Presentation/Report Only    |

**Finance Director Review**  
Budgeted/Amount N/A \$0  
Comments:

Fund:

Line Item/:

**Submitting Department: Community Development/Building**

**Contact Person: Nancy**

**Town Manager/Designee:** \_\_\_\_\_



## **ORDINANCE 2007-A341**

### **AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, AMENDING ORDINANCE 2004-A274 ADOPTING BY REFERENCE THE 2003 INTERNATIONAL PLUMBING CODE, (IPC), AND 2003 INTERNATIONAL BUILDING CODE APPENDIX J - GRADING , ESTABLISHING FEE SCHEDULES, AND PROSCRIBING PENALTIES FOR VIOLATIONS THEREOF.**

**WHEREAS**, the Town Council adopted Ordinance 2004-A274 on March 8, 2004, Chapter 7 - Building, Article 7-1, Adoption of the 2003 International Code Council Codes, (ICC) and Related Public Codes of the Town Code adopting the International Code Council Codes, and related codes, establishing fee schedules, and proscribing penalties for violations thereof, and

**WHEREAS**, the Arizona Uniform Plumbing Code sun sets on June 30, 2007, and

**WHEREAS**, it is in the best interest of the Town council and staff to replace the currently established Arizona Uniform Plumbing Code by adopting the 2003 International Plumbing Code, Published by the International Code Council Incorporated, 2003 Edition, and

**WHEREAS**, it is in the best interest of the Town council and staff to also adopt Appendix J - Grading of the 2003 International Building Code, and

**WHEREAS**, the International Code Council Codes and related codes as set forth in this ordinance, together with all future amendments, revisions, and modifications as issued by the respective publishing agencies, upon adoption of this ordinance, shall be kept on file with the Town Clerk, and the Building Department,

**NOW THEREFORE, THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE RESOLVE TO ADOPT BY REFERENCE AND CHANGE THE TOWN CODE AS FOLLOWS:**

Section 1. Chapter 7 – Building, Article 7, Adoption of the 2003 International Code Council Codes (ICC), and related public codes of the Town Code is amended to read:

#### **CHAPTER 7 – BUILDING, Article 7-1 ADOPTION OF THE 2003 INTERNATIONAL CODE COUNCIL CODES, (ICC) AND RELATED PUBLIC CODES**

Pursuant to ARS §9-802 (as amended), the Town hereby adopts for application and enforcement for all construction within Town limits the following codes heretofore in

existence, together with all future amendments, revisions, and modifications as issued by the respective publishing agencies.

1. 2003 International Code Council Codes, Published by the International Code Council Incorporated, (ICC), 2003 Edition.
2. 2003 International Code Council Code Standards, Published by the International Code Council Incorporated, (ICC), 2003 Edition.
3. 2003 International Fire Code, Published by the International Code Council Incorporated, (ICC), 2003 Edition.
4. 2003 International Fuel Gas Code, Published by the International Code Council Incorporated, (ICC), 2003 Edition.
5. 2003 International Mechanical Code, Published by the International Code Council Incorporated, (ICC), 2003 Edition.
6. 2003 International Property Maintenance Code, Published by the International Code Council Incorporated, (ICC), 2003 Edition.
7. 2003 International Private Sewage Disposal Code, Published by the International Code Council Incorporated, (ICC), 2003 Edition.
8. 2002 National Electrical Code, Published by the National Fire Protection Association, 2002 Edition.
9. 2003 International Residential Code, Published by the International Code Council Incorporated, (ICC), 2003 Edition.
10. National Fire Protection Association Standards, Published by the National Fire Protection Association, 2002 Edition.
11. 2003 International Building Code ASTM Referenced Standards, Published by the American Society for Testing & Materials, 2003 Edition.
- 12. 2003 INTERNATIONAL PLUMBING CODE, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), 2003 EDITION.**
- 13. 2003 INTERNATIONAL BUILDING CODE, APPENDIX J – GRADING, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), 2003 EDITION.**
14. And Amendments

The effective date of the ordinance shall be July 1, 2007, after which all new construction and work in progress shall meet the standards set forth in the ICC and the above-related codes.

The Town Council shall adopt fee schedules for inspection and certification under the codes from time to time, upon recommendation of the Community Development Director.

At least three (3) copies of the ICC and the above codes, and any future amendments or revisions, shall be kept on file in the Community Development Department. All copies shall be readily available for inspection, including any supplementary pamphlets or explanatory booklets for distribution to the public.

It shall be unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish, equip, use, occupy or maintain any building or structure or cause or permit the same to be done in violation of any standard or provision of the ICC and above related codes, including their subsequent revisions and modifications. Violations for a first offense, per site or per person, shall be a petty offense and for any second or subsequent offense committed within twelve (12) months of any prior citation or conviction, a class 2 misdemeanor.

In addition to the criminal penalties, the Court, upon conviction, may order abatement or removal of the construction, and issue appropriate injunctive relief. The Director of Community Development shall issue no final certificate of occupancy until the construction or action described in this paragraph has been inspected and shown to meet all ICC and related code requirements, and all fees to the Town paid.

The Chief Building Official shall be the administrative authority duly appointed to enforce these codes.

Section 2. All ordinances or parts of ordinances, including Ordinance 94-A90 and Resolution 99-422, adopted by the Town of Camp Verde in conflict with the provisions of this ordinance or any part of the code adopted herein by reference are hereby repealed, effective as of the day this ordinance is effective.

Section 3. Where applicable, any person found guilty of violating any provision of this ordinance shall be guilty of a Class 2 misdemeanor. Each day that a violation continues shall be a separate offense punishable as a separate offense.

Section 4. This ordinance is effective upon completion of publication and any posting as required by law.

**PASSED AND APPROVED by a majority vote of the Town Council of  
Camp Verde, Arizona, this 23<sup>RD</sup> day of May 2007.**

\_\_\_\_\_  
Tony Gioia, Mayor

Date: \_\_\_\_\_

Approved as to Form:

Attest:

\_\_\_\_\_  
Deborah Barber, Town Clerk

\_\_\_\_\_  
Attorney

Effective \_\_\_\_\_

Publish \_\_\_\_\_ & \_\_\_\_\_

Posted by \_\_\_\_\_ Date/Time: \_\_\_\_\_

## APPENDIX J

# GRADING

*The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.*

### SECTION J101 GENERAL

**J101.1 Scope.** The provisions of this chapter apply to grading, excavation and earthwork construction, including fills and embankments. Where conflicts occur between the technical requirements of this chapter and the soils report, the soils report shall govern.

**J101.2 Flood hazard areas.** The provisions of this chapter shall not apply to grading, excavation and earthwork construction, including fills and embankments, in floodways within flood hazard areas established in Section 1612.3 unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed work will not result in any increase in the level of the base flood.

### SECTION J102 DEFINITIONS

**J102.1 Definitions.** For the purposes of this appendix chapter, the terms, phrases and words listed in this section and their derivatives shall have the indicated meanings.

**BENCH.** A relatively level step excavated into earth material on which fill is to be placed.

**COMPACTION.** The densification of a fill by mechanical means.

**CUT.** See Excavation.

**DOWN DRAIN.** A device for collecting water from a swale or ditch located on or above a slope, and safely delivering it to an approved drainage facility

**EROSION.** The wearing away of the ground surface as a result of the movement of wind, water or ice.

**EXCAVATION.** The removal of earth material by artificial means, also referred to as a cut.

**FILL.** Deposition of earth materials by artificial means.

**GRADE.** The vertical location of the ground surface.

**GRADE, EXISTING.** The grade prior to grading.

**GRADE, FINISHED.** The grade of the site at the conclusion of all grading efforts.

**GRADING.** An excavation or fill or combination thereof.

**KEY.** A compacted fill placed in a trench excavated in earth material beneath the toe of a slope.

All slope references in the chapter have been modified to show the horizontal:vertical relationship.

**SLOPE.** An inclined surface, the inclination of which is expressed as a ratio of horizontal distance to vertical distance.

**TERRACE.** A relatively level step constructed in the face of a graded slope for drainage and maintenance purposes.

### SECTION J103 PERMITS REQUIRED

**J103.1 Permits required.** Except as exempted in Section J103.2, no grading shall be performed without first having obtained a permit therefor from the building official. A grading permit does not include the construction of retaining walls or other structures.

**J103.2 Exemptions.** A grading permit shall not be required for the following:

1. Grading in an isolated, self-contained area, provided there is no danger to the public, and that such grading will not adversely affect adjoining properties.
2. Excavation for construction of a structure permitted under this code.
3. Cemetery graves.
4. Refuse disposal sites controlled by other regulations.
5. Excavations for wells, or trenches for utilities.
6. Mining, quarrying, excavating, processing or stockpiling rock, sand, gravel, aggregate or clay controlled by other regulations, provided such operations do not affect the lateral support of, or significantly increase stresses in, soil on adjoining properties.
7. Exploratory excavations performed under the direction of a registered design professional. This phrase was added to assure that the "exploratory excavation" is not to begin construction of a building prior to receiving a permit for the sole purpose of preparing a soils report.

Exemption from the permit requirements of this appendix shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction.

### SECTION J104 PERMIT APPLICATION AND SUBMITTALS

**J104.1 Submittal requirements.** In addition to the provisions of Section 105.3, the applicant shall state the estimated quantities of excavation and fill.

**J104.2 Site plan requirements.** In addition to the provisions of Section 106, a grading plan shall show the existing grade and finished grade in contour intervals of sufficient clarity to indicate the nature and extent of the work and show in detail that it complies with the requirements of this code. Drafting requirements were deleted here. The plans shall show the existing grade on adjoining properties in sufficient detail to identify

how grade changes will conform to the requirements of this code.

**J104.3 Soils report.** A soils report prepared by registered design professionals shall be provided which shall identify the nature and distribution of existing soils; conclusions and recommendations for grading procedures; soil design criteria for any structures or embankments required to accomplish the proposed grading; and, where necessary, slope stability studies, and recommendations and conclusions regarding site geology.

**Exception:** A soils report is not required where the building official determines that the nature of the work applied for is such that a report is not necessary.

**J104.4 Liquefaction study.** For sites with mapped maximum considered earthquake spectral response accelerations at short periods ( $S_s$ ) greater than 0.5g as determined by Section 1615, a study of the liquefaction potential of the site shall be provided, and the recommendations incorporated in the plans.

**Exception:** A liquefaction study is not required where the building official determines from established local data that the liquefaction potential is low.

### SECTION J105 INSPECTIONS

**J105.1 General.** Most of this section was deleted or simplified. Inspections shall be governed by Section 109 of this code.

**J105.2 Special inspections.** The special inspection requirements of Section 1704.7 shall apply to work performed under a grading permit where required by the building official.

### SECTION J106 EXCAVATIONS

**J106.1 Maximum slope.** The slope of cut surfaces shall be no steeper than is safe for the intended use, and shall be no steeper than 2 horizontal to 1 vertical (50 percent) unless the applicant furnishes a soils report justifying a steeper slope.

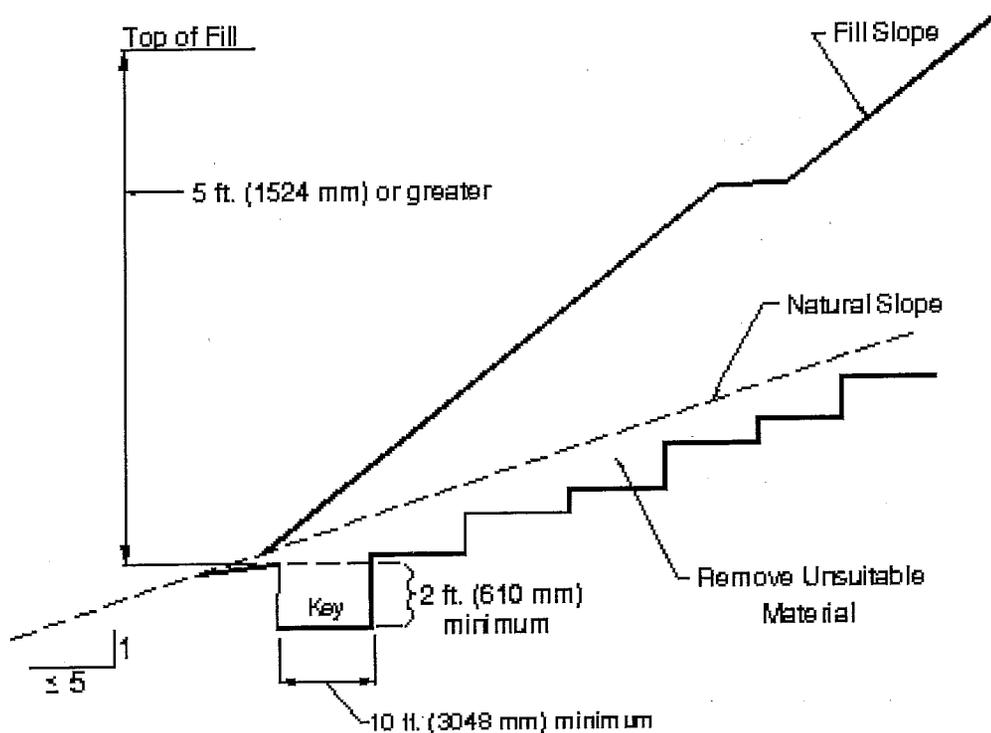
#### Exceptions:

1. A cut surface may be at a slope of 1.5 horizontal to 1 vertical (67 percent) provided that all the following are met:
  - 1.1. It is not intended to support structures or surcharges.
  - 1.2. It is adequately protected against erosion.
  - 1.3. It is no more than 8 feet (2438 mm) in height.
  - 1.4. It is approved by the building official.
2. A cut surface in bedrock shall be permitted to be at a slope of 1 horizontal to 1 vertical (100 percent).

### SECTION J107 FILLS

**J107.1 General.** Unless otherwise recommended in the soils report, fills shall conform to provisions of this section.

**J107.2 Surface preparation.** The ground surface shall be prepared to receive fill by removing vegetation, topsoil and other unsuitable materials, and scarifying the ground to provide a bond with the fill material.



For SI: 1 foot = 304.8 mm

FIGURE J107.3  
BENCHING DETAILS

**J107.3 Benching.** Where existing grade is at a slope steeper than 5 horizontal to 1 vertical (20 percent) and the depth of the fill exceeds 5 feet (1524 mm) benching shall be provided in accordance with Figure J107.3. A key shall be provided which is at least 10 feet (3048 mm) in width and 2 feet (610 mm) in depth.

**J107.4 Fill material.** Fill material shall not include organic, frozen or other deleterious materials. No rock or similar irreducible material greater than 12 inches (305 mm) in any dimension shall be included in fills.

**J107.5 Compaction.** All fill material shall be compacted to 90 percent of maximum density as determined by ASTM D1557, Modified Proctor, in lifts not exceeding 12 inches (305 mm) in depth.

**J107.6 Maximum slope.** The slope of fill surfaces shall be no steeper than is safe for the intended use. Fill slopes steeper than 2 horizontal to 1 vertical (50 percent) shall be justified by soils reports or engineering data.

### SECTION J108 SETBACKS

**J108.1 General.** Cut and fill slopes shall be set back from the property lines in accordance with this section. Setback dimensions shall be measured perpendicular to the property line and shall be as shown in Figure J108.1, unless substantiating data is submitted justifying reduced setbacks.

**J108.2 Top of slope.** The setback at the top of a cut slope shall not be less than that shown in Figure J108.1, or than is required to accommodate any required interceptor drains, whichever is greater.

**J108.3 Slope protection.** Where required to protect adjacent properties at the toe of a slope from adverse effects of the grading, additional protection, approved by the building official,

shall be included. Such protection may include but shall not be limited to:

1. Setbacks greater than those required by Figure J108.1.
2. Provisions for retaining walls or similar construction.
3. Erosion protection of the fill slopes.
4. Provision for the control of surface waters.

### SECTION J109 DRAINAGE AND TERRACING

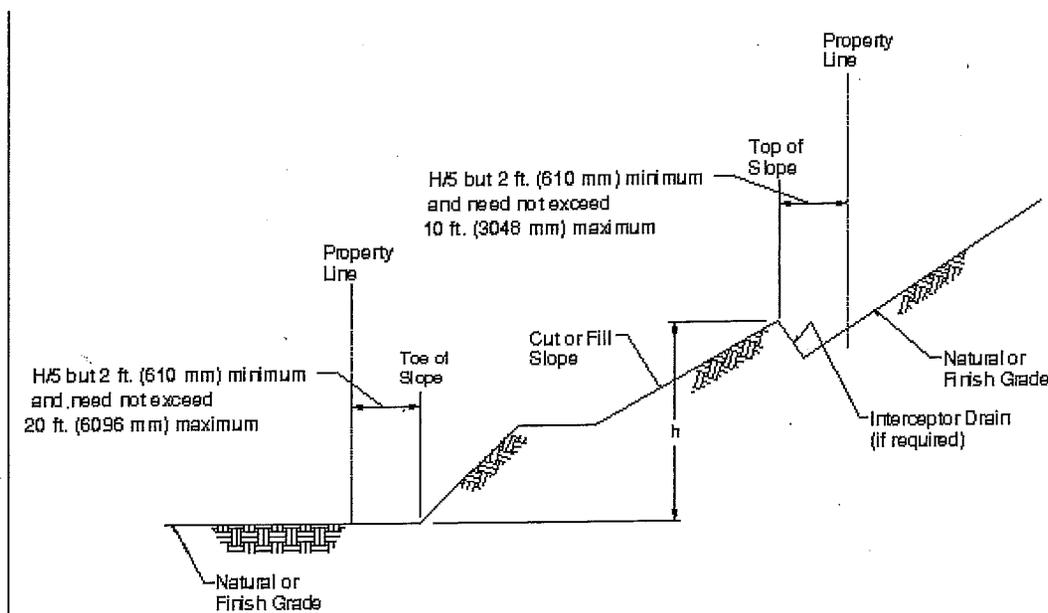
**J109.1 General.** Unless otherwise recommended by a registered design professional, drainage facilities and terracing shall be provided in accordance with the requirements of this section.

**Exception:** Drainage facilities and terracing need not be provided where the ground slope is not steeper than 3 horizontal to 1 vertical (33 percent).

**J109.2 Terraces.** Terraces at least 6 feet (1829 mm) in width shall be established at not more than 30-foot (9144 mm) vertical intervals on all cut or fill slopes to control surface drainage and debris. Suitable access shall be provided to allow for cleaning and maintenance.

Where more than two terraces are required, one terrace, located at approximately mid-height, shall be at least 12 feet (3658 mm) in width.

Swailes or ditches shall be provided on terraces. They shall have a minimum gradient of 20 horizontal to 1 vertical (5 percent) and shall be paved with concrete not less than 3 inches (76 mm) in thickness, or with other materials suitable to the application. They shall have a minimum depth of 12 inches (305 mm) and a minimum width of 5 feet (1524 mm).



For SI: 1 foot = 304.8 mm

FIGURE J108.1  
DRAINAGE DIMENSIONS

A single run of swale or ditch shall not collect runoff from a tributary area exceeding 13,500 square feet (1256 m<sup>2</sup>) (projected) without discharging into a down drain.

**J109.3 Interceptor drains.** Interceptor drains shall be installed along the top of cut slopes receiving drainage from a tributary width greater than 40 feet (12 192 mm), measured horizontally. They shall have a minimum depth of 1 foot (305 mm) and a minimum width of 3 feet (915 mm). The slope shall be approved by the building official, but shall not be less than 50 horizontal to 1 vertical (2 percent). The drain shall be paved with concrete not less than 3 inches (76 mm) in thickness, or by other materials suitable to the application. Discharge from the drain shall be accomplished in a manner to prevent erosion and shall be approved by the building official.

**J109.4 Drainage across property lines.** Drainage across property lines shall not exceed that which existed prior to grading. Excess or concentrated drainage shall be contained on site or directed to an approved drainage facility. Erosion of the ground in the area of discharge shall be prevented by installation of nonerosive down drains or other devices.

## SECTION J110 EROSION CONTROL

**J110.1 General.** The faces of cut and fill slopes shall be prepared and maintained to control erosion. This control shall be permitted to consist of effective planting.

**Exception:** Erosion control measures need not be provided on cut slopes not subject to erosion due to the erosion-resistant character of the materials.

Erosion control for the slopes shall be installed as soon as practicable and prior to calling for final inspection.

**J110.2 Other devices.** Where necessary, check dams, cribbing, riprap or other devices or methods shall be employed to control erosion and provide safety.

## SECTION J111 REFERENCED STANDARDS

|                |   |        |
|----------------|---|--------|
| ASTM D 1557-00 | Test Method for Laboratory<br>Compaction Characteristics<br>of Soil Using Modified Effort<br>[56,000 ft-lb/ft <sup>3</sup><br>(2,700kN-m/m <sup>3</sup> )]. | J107.6 |
|----------------|---|--------|

**MINUTES  
REGULAR SESSION  
THE PLANNING AND ZONING COMMISSION  
TOWN OF CAMP VERDE  
COUNCIL CHAMBERS  
THURSDAY MAY 3, 2007  
6:30 PM**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Commission motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion.

1. **Call to Order**  
The meeting was called to order at 6:30 p.m., with Vice Chairperson Freeman presiding.
2. **Roll Call**  
Vice Chairperson Freeman, Commissioners Hisrich, Butner, Bullard, German, and Burnside were present; Chairperson Witt was absent.  
  
**Also Present:** Community Development Director Nancy Buckel and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**  
The Pledge was led by German.
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:**  
April 05, 2007 – Regular Session  
April 12, 2007 – Regular Session
  - b. **Set Next Meeting, Date and Time:**  
May 10, 2007 – Regular Session – 6:30 p.m.  
May 29, 2007 – Joint Work Session 6:30 PM room 206 & 207
  - c. **Approval of Quarterly Report for Commission January – March 2007**  
On a motion by Bullard, seconded by Burnside, the Consent Agenda was unanimously approved as presented.
5. **Call to the Public for Items not on the Agenda**  
Ivan Piper outlined his concern over the obstacles to the handicapped in town, making it very difficult to get around in wheelchairs or scooters. Mr. Piper is personally aware of the problems because of his father, who is handicapped, and asked that the Town recognize the situation and work on correcting it.  
  
There was no further public input.
6. **Public Hearing, Discussion and Possible Approval and possible recommendation to the Town Council on Use Permit 2007-01: a renewal request for a current use permit submitted by Beatrice Richmond, owner, to operate a bed and breakfast on parcel 404-30-009G located at 94 Coppinger Street for a period of seven years.**

On a motion by German, seconded by Butner, the Commission unanimously recommended to Council on Use Permit 2007-01: a renewal request for a current use permit submitted by Beatrice Richmond, owner, to operate a bed and breakfast on Parcel 404-30-009G located at 94 Coppinger Street for a period of seven years.

#### **STAFF'S PRESENTATION**

Community Development Director Buckel explained that the subject renewal application is one of several that the Commission will be hearing following a review of the current Use Permits to update the status of each and require applications for renewal where indicated. The applicant has been operating a small bed-and-breakfast at her residence and has applied for a seven-year renewal; her neighbors have expressed no opposition.

#### **PUBLIC HEARING OPEN**

##### **Applicant's Statement**

Beatrice Richmond said she had opened the bed-and-breakfast in 1995, a small operation, and has run it since then with no objections from any of the neighbors.

#### **COMMENT FROM OTHER PERSONS**

There were spontaneous comments from those seated in the audience, indicating support.

#### **APPLICANT'S REBUTTAL**

No applicant's rebuttal was necessary.

#### **PUBLIC HEARING CLOSED**

##### **Board Discussion**

After only brief comments, the Commission moved to approve the application for renewal.

**7. Public Hearing, Discussion and Possible Action on AMD 2007-02 amending the Planning and Zoning Ordinance Section 113 to require Citizen Review and Participation requirements for any amendment to the Zoning Ordinance or any Use Permit that requests modification of any regulations.**

On a motion by Butner, seconded by Hisrich, the Commission voted 5-1 to recommend to Council approval of the Planning & Zoning Ordinance Section 113, Section C, concerning Citizen Review and Participation, amended as set forth in the 2nd Draft dated May 3, 2007, with "At least 60 days" removed from Section 1(a) and "At least 30 days prior to any public hearing" removed from Section 1(b); with a 'no' vote by Bullard.

#### **STAFF'S PRESENTATION**

Buckel said that although the Commission had previously recommended an amendment for possible approval by Council, after further review staff determined that the section that explained to applicants the purpose of the neighborhood meeting had been deleted by that amendment. Buckel outlined the statutory requirement for that section to remain. She said that the agenda packets included copies of a proposed draft that reinstated that section, and removing the 30-day time line which had been a concern of the Commission. Buckel explained that she had brought the draft revision back to the Commission for review rather than submit a proposed amendment to the Council that was different from what the Commission had approved.

The Commission discussed with Buckel their intent, which had been to simplify the process for applicants, in essence, by eliminating some of the deadlines. Buckel reviewed and discussed with the Commission in detail the statutory process for changes in land use as well as the administrative process, both of which require certain time lines in order to comply with State requirements. She pointed out that staff works diligently with the public to help them understand the need to conform to the outlined process. Buckel also recommended that in cases where citizens have questioned Commissioners about the process, those persons would be better served by referring them to her office for clarification of any issues of concern. The Commission further reviewed and the majority agreed with the modifications incorporated into the 2<sup>nd</sup> Draft dated May 3, 2007.

**8. Discussion on AMD 2007-03 amending the Planning and Zoning Ordinance Section 108 D and 109 A & B to address the inconsistencies concerning livestock regulations.**

There was no action taken. In summary, the Commission agreed to continue this item to the agenda for next week for a final review of a draft amendment incorporating suggested language from this meeting to provide as follows: Absolutely no breeding stock; one animal per piece of property one acre or greater in size (under Exceptions and removed from the Point System); Use Permit required for any 4-H projects on property less than an acre, and only for market, no breeding. There was also a suggestion regarding revising the language in 3(b) regarding setbacks and structures for "sheltering or feeding animals" to "sheltering, feeding or confining animals."

**DISCUSSION**

Vice Chairperson Freeman announced that this item was agendaized to be only a discussion and that a letter was received from one of the principals vitally involved in the issue wishing to postpone addressing this item. However, Freeman said he believes that since there will be no action taken or final decision made, the discussion should proceed as a collection of information and input from the public. There was general agreement among the members that the discussion should continue as suggested.

Buckel advised the Commission that she had made the corrections that the Commission had requested pursuant to the previous meeting for further review, commenting on her personal background and understanding of how a breeding program intensifies the effect on the land use and the adverse effect on neighbors. Buckel cautioned that the Town should consider the issue of individuals putting their needs and wants above the neighbors, and that there are serious health issues that need to be explored. The Zoning Inspector has been researching those issues through universities to try to determine what citizens can do to improve and lessen the impact on their neighbors.

Prior to the Commission commencing its discussion, Freeman admonished the audience to remember that the hearing is a fact-finding or problem-solving situation, not for hearing complaints but to look for a solution that will apply not only to one neighborhood but fairly and equally throughout the entire town. During the discussion the members voiced their concerns and suggestions regarding the issues of possibly denying keeping swine altogether, allowing 4-H activities, revising the number of swine permitted, problems created by breeding programs, lack of enforcement regarding nuisances, setbacks for pens and

containment of livestock, and problems with configuration of lots; and raising hogs for butchering.

#### **PUBLIC INPUT**

(Comments from the following individuals are summarized.)

**Susan Danner** agreed with the idea of each family keeping one pig for food; there are other places in the State where pigs can be purchased; there should be no breeding under any circumstances; and research has been published on pig waste being extremely toxic.

**Ivan Piper** also agreed with having one pig to butcher; rent large acreage outside of the residential area for raising hogs and supporting 4-H activities.

**Leonard Krautbauer** passed out pictures he had taken to illustrate the nuisance caused by the hogs next door and to support his complaint about them; he agreed with allowing one hog to butcher.

**Loren Eldredge** believes the solution is simple, the town has an ordinance that can get the hogs out. A Use Permit can be used for 4-H or butcher hogs. The solution just requires action and not flip-flopping.

**A recess was called at 8:07 p.m.; the meeting was called back to order at 8:14 p.m.**

**Jody Stone** thanked Freeman for coming out to check on a special issue down in Fort River Caves with a pig and two goats that are in the neighbor's back yard and up against Mr. Stone's property line. He would like to have swine eliminated from Town because of the health hazard, but would not want to take it away from the kids. He said his subdivision is regulated by CC&R's; however, there is no HOA to enforce them. *(Buckel said that whether the amendment to the ordinance is completed right away or not, her office will be taking steps to enforce the issue of the nuisance factor as the weather warms up.)*

There was no further public input.

Buckel advised the members that her office will be moving forward with enforcement on the current Code to address the nuisance factor to ask for 10-day compliance or immediate removal, if indicated. There was also further discussion regarding pens, pasturing, housing and containing animals next to property lines.

**9. Discussion on AMD 2007-05 amending the Planning & Zoning Ordinance section 118 to prohibit sandwich boards.**

On a motion by Hisrich, seconded by Butner, the Commission voted unanimously to continue Items 9 and 10 until staff has completed research and is ready to bring the items back

Buckel requested that this item be continued until staff can complete research and prepare a draft document for review.

**10. Discussion on the use of shipping containers as accessory buildings in Camp Verde.**

(Continued pursuant to action taken in Item 9.)

**11. Commission Informational Reports:**

Burnside said he had a wonderful time on USS Reagan.

Freeman asked that staff look into the questions raised regarding the handicap problems being experienced in Town; there are Federal laws, and probably Federal money to be had, and perhaps in the future the difficulties could be considered as part of issuing permits.

**12. Staff Informational Report**

Buckel requested that members update or apply for their memberships in the Planning Association, and reviewed the benefits from belonging.

**13. Adjournment**

On a motion by German, seconded by Butner, the meeting was adjourned at 8:52 p.m.

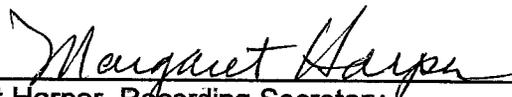
  
\_\_\_\_\_  
Rob Witt, Chairperson

  
\_\_\_\_\_  
Nancy Buckel  
Planning & Zoning

**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 meeting of the Planning & Zoning Commission of Camp Verde, Arizona, held on the 3<sup>rd</sup> day of May 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 10<sup>th</sup> day of May, 2007.

  
\_\_\_\_\_  
Margaret Harper, Recording Secretary

