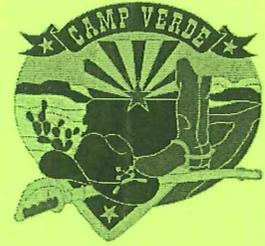


TOWN OF CAMP VERDE



Memorandum Office of the Town Clerk

To: Mayor, Council, Mayor-elect and Council Members-elect
cc: Michael Scannell, Town Manager, Parks & Recreation Director Lynda Moore
From: Debbie Barber, Town Clerk
Date: May 26, 2009
Re: May 27, 2009 Agenda Item #7

At your regular session of May 20, 2009, you directed staff to bring the Verde Valley Mounted Sheriff's Posse's Special Event Liquor License request back to the May 27, 2009 meeting for consideration with complete and accurate documentation. The Clerk's Office did not receive the corrected documents in time for the agenda publication. Because Council specified a date in which this matter was to be placed on the agenda, the item was placed on the agenda without the required documentation. Staff planned to submit the backup documentation with a green sheet. Mr. Williams did submit the new documentation this morning (Tuesday, May 26). However, Director Moore telephoned and requested that the matter be delayed until the next meeting.

Therefore, I am formerly requesting that item #7 on the May 27 agenda be pulled and considered at the June 17, 2009 Regular Session. **The suggested motion for delaying this items is: "I move to continue item #7, approval of the Special Event Liquor License for the Verde Valley Mounted Sheriff's Posse for the Annual Cornfest, until the June 3, 2009 Regular Session."**

Thank you for your consideration and please contact me if you have any questions.

TOWN OF CAMP VERDE



Memorandum Town Manager

To: Mayor, Council, Mayor-elect and Council Members-elect

From: Michael Scannell, Town Manager

Date: May 26, 2009

Re: May 27, 2009 Agenda Items 8, 9, 10, & 11

I am formerly requesting that items 8, 9, 10, and 11 on the May 27 agenda be pulled and considered at a work session to be scheduled at a future date. The four items are related to the adoption of the 2006 International Code Council Codes and the Administrative Code. My request comes as a result of Councilor Garrison's concerns relative to the lack of sufficient backup documentation. Moreover, with the complexity of these subjects, Council would be better served if they were considered in a work session that will be scheduled at a future date, allowing more time for research and discussion.

The suggested motion for delaying these items is: "I move to continue items #8 – Resolution 2009-767; #9 – Ordinance 2009-A359; #10 – Resolution 2009-769; and item #11 – Ordinance 2009-A361 for discussion at a future work session."

Thank you for your consideration and please contact me if you have any questions.

AGENDA



**REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, MAY 27, 2009
at 6:30 P.M.**

If you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off when you enter Council Chambers. Remove your hats for the Pledge of Allegiance. All Presentations are limited to 10 minutes.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Budget Work Session – May 20, 2009
 - 2) Budget Work Session – May 18, 2009
 - 3) Joint Work Session – May 13, 2009
 - b) **Set Next Meeting, Date and Time:**
 - 1) June 3, 2009 at 6:30 p.m. – Regular Session
 - 2) June 10, 2009 at 5:00 p.m. – Special Session
 - 3) June 17, 2009 at 6:30 p.m. – Regular Session
 - 4) June 24, 2009 at 6:30 p.m. – Council Hears Planning & Zoning
 - c) **Possible approval of Resolution 2009-772, 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 19, 2009.** (Staff Resource: Debbie Barber)
 - d) **Possible acceptance of Council Member-elect Robin Whatley's resignation from the Parks & Recreation Commission and presentation of a Certificate of Appreciation for her service.**
 - e) **Possible acceptance of Mayor-elect Bob Burnside's resignation from the Planning & Zoning Commission and presentation of a Certificate of Appreciation for his service.**
5. **Call to the Public for Items not on the Agenda.**
6. **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.)
7. **Discussion, consideration, and possible approval of the Special Event Liquor License for the Verde Valley Mounted Sheriff's Posse for the Annual Cornfest scheduled for July 18, 2009.** (Staff Resource: Lynda Moore)
8. **Discussion, consideration, and possible approval of Resolution 2009-767, a resolution of the Mayor and Council of the Town of Camp Verde, Arizona, declaring as a Public Record that certain document filed with the Town Clerk and entitled, "Town of Camp Verde Technical Code Amendments Chapter 7 – Building, Article 7-1, Section 7-1-100 of the Town of Camp Verde Code" of the Town of Camp Verde, Arizona.** (Staff Resource: Nancy Buckel)
9. **Discussion, consideration, and possible approval of Ordinance 2009-A359, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the 2006 International Code Council Codes, (ICC), and related public codes and the "Town of Camp Verde Technical Code Amendments", amending Town Code Chapter 7 – Building, Article 7-1, and adding Section 7-1-100, establishing fee schedules, and proscribing penalties for violations thereof.** (Staff Resource: Nancy Buckel)
10. **Discussion, consideration, and possible approval of Resolution 2009-769, a resolution of the Mayor and Council of the Town of Camp Verde, Arizona, declaring as a public record that certain document filed with the Town Clerk and entitled, "Town of Camp Verde Administrative Building Code Chapter 7 – Building, Article 7-1, Section 7-1-101 of the Town of Camp Verde Code" of the Town of Camp Verde, Arizona.** (Staff Resource: Nancy Buckel)
11. **Discussion, consideration, and possible approval of Ordinance 2009-A361, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the Town of Camp Verde "Administrative Building Code", amending Town Code Chapter 7 – Building, Article 7-1, adding Section 7-1-101, establishing fee schedules, and proscribing penalties for violations thereof.** (Staff Resource: Nancy Buckel)

12. Public Hearing followed by discussion, consideration, and possible approval of Resolution 2009-771, a Resolution of the Common Council of the Town of Camp Verde, Arizona approving Use Permit 2009-02 for parcel 403-17-006K to allow for the following private group activities to be conducted on the 64.75 acres of Jackpot Ranch currently zoned RCU-2A: 1) Corporate, Spiritual, and Governmental Retreats; 2) Horse Motel with Bed and Breakfast availability for owners; 3) Other miscellaneous group activities that would include weddings, family reunions, group picnics, youth retreats, charitable & civic events, and horsemanship clinics. The location of the ranch is at 2025 W. Reservation Loop Road. (Staff Resource: Michael Jenkins)
 - 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
13. Presentation followed by discussion, consideration, and possible approval of and authorization to submit the Town of Camp Verde Smart Growth Score Card to the Arizona Department of Commerce for scoring. This scorecard grades the Town's accomplishments in implementing Smart Growth strategies in the development of the community. (Staff Resource: Nancy Buckel)
14. Call to the Public for Items not on the Agenda.

There will be no Public Input on the following items:

15. Advanced Approvals of Town Expenditures
 - a) There are no advanced approvals.
16. Manager/Staff Report Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and 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.
17. Adjournment

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Posted by:

V Jones

Date/Time:

5-21-09

1:58 p.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
WORK SESSION
MAYOR and COMMON COUNCIL
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Ste. 106
Wednesday, May 20, 2009
2:15 p.m.**

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

1. Call to Order

Mayor Gioia called the meeting to order at 2:16 p.m.

2. Roll Call

Mayor Gioia, Vice Mayor Hauser, and Councilors Garrison, German, Kovacovich, Roulette, and Smith were present. Councilors-elect Jackie Baker and Robin Whatley and Mayor-elect Bob Burnside were also present and participated in the budget discussions.

Also Present:

Town Manager Michael Scannell, Senior Accountant Lisa Elliott, Marshal David Smith, Public Works Director Ron Long, Special Projects Coordinator Matt Morris, Parks & Recreation Director Lynda Moore, Community Development Director Nancy Buckel, Administrative Assistant Sharon McCormick, and Town Clerk Deborah Barber

3. Pledge of Allegiance

Vice Mayor Hauser led the pledge.

4. Discussion of the Draft Tentative FY 2009/10 Budget. Discussion may include in no particular order and not limited to the following: Parks & Recreation, Pool, Children's, Adult, and Senior Recreational Programs, Community Programs, Maintenance, Parks Fund, Yavapai-Apache Gaming Compact Fund, Municipal Court, Magistrate Special Revenue Fund, Community Library, Children's Library, Beaver Creek Library, Library Building Fund, Legal, Non-departmental, Capital Improvement Projects fund (CIP), CDBG Grant fund, Debt Service fund, Housing Grant fund, donations fund, Budget Status Update, and additional discussion. Note: In the event that discussion of the Draft Tentative FY 2009/10 Budget is not completed, this meeting may be recessed and reconvened with less than 24-hour notice to a later date, time, and place, pursuant to ARS §38-431.02.E, which will be publicly stated during this meeting.

Council reviewed the following departmental budgets: Parks & Recreation, Pool, Children's, Adult, and Senior Recreational Programs, Community Programs, Maintenance, Parks Fund, Yavapai-Apache Gaming Compact Fund, Municipal Court, Magistrate Special Revenue Fund, Community Library, Children's Library, Beaver Creek Library, Library Building Fund, Legal, Non-departmental, Capital Improvement Projects fund (CIP), CDBG Grant fund, Debt Service fund, Housing Grant fund, and the donations fund.

Major Adjustments to the proposed budget include:

- There will be no consultant for rewriting the zoning ordinances. Staff is to complete the project as quickly as possible using available information so that we do not 'reinvent the wheel';
- The pool will open as planned or as soon as possible after the drain covers are installed and keep it open through Labor Day;

- Staff is to look into reducing pool-related expenses such as, a solar blanket, lowering the water temperature down, and certifying volunteers. Staff is to bring back an analysis on what can be done to save money. Council members were not in agreement about increasing fees for pool use;
- The Animal Shelter will remain in the budget and not transferred to Yavapai County;
- Staff is to notify Yavapai County that the Town will not subsidize the Beaver Creek Library;
- The CIP is fully funded as requested by the departments, except that CVMO will purchase three vehicles instead of four. The Manager advised that these expenditures would reduce the CIP balance to around \$58,000 and that Council could consider transferring money into the CIP from the General Fund at some later date.
- Staff is to bring back information as requested on the HR Department.

Scannell closed with a presentation of various scenarios showing the potential revenue from increasing sales and bed taxes.

Council discussed the Chamber of Commerce funding and their use of the Town's building on Main Street. Councilor Garrison asked for an agenda item to discuss this at their next regular meeting.

In answer to Council questions, Scannell advised that he and Ms. Elliott keep a constant watch on economic indicators and will inform Council at the first sign of pending trouble, noting that we may have to make deeper cuts. He assured Council that he was very conservative in his projections.

Council thanked staff for their efforts, noting that the format was much easier to follow than in previous years.

5. **Adjournment**

The meeting was adjourned at 10:16 p.m.

Deborah Barber, Town Clerk

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 20th day of May 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____ 2009

Deborah Barber, Town Clerk

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**MINUTES
WORK SESSION
MAYOR and COMMON COUNCIL
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Ste. 106
Wednesday, May 18, 2009
2:15 p.m.**

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

1. Call to Order

Mayor Gioia called the meeting to order at 2:16 p.m.

2. Roll Call

Mayor Gioia, Vice Mayor Hauser, and Councilors Garrison, German, Kovacovich, Roulette, and Smith were present. Councilors-elect Jackie Baker and Robin Whatley and Mayoral candidate Bob Burnside were also present and participated in the budget discussions.

Also Present:

Town Manager Michael Scannell, Senior Accountant Lisa Elliott, Marshal David Smith, Public Works Director Ron Long, Special Projects Coordinator Matt Morris, Parks & Recreation Director Lynda Moore, Community Development Director Nancy Buckel, Administrative Assistant Sharon McCormick, and Town Clerk Deborah Barber

3. Pledge of Allegiance

Councilor Smith led the pledge.

4. Presentation followed by discussion regarding an overview of the Town's accounting practices and the budget format.

Senior Accountant Lisa Elliott explained the terminology and reviewed the budget format.

5. Presentation and discussion of the Manager's Budget Message and Exhibits A, B, and C that are integrated into the Draft of the Tentative FY 2009/10 Budget.

Council reviewed the Manager's Message and accompanying exhibits A, B, and C portions of the budget in depth. Aside from 1) the proposed \$150,000 consultant fee to revise the Land Use Codes; 2) the recommendation to eliminate the animal control department; and 3) the weed control proposal, the members agreed with the Manager's recommendations in Exhibit C, a copy of which is attached and becomes a permanent part of this record. The items discussed included State Shared Sales Tax Revenues, Urban Revenue Sharing, Local Sales Tax Revenues, Interest Earnings, Debt Service Fund, and Computer Software Acquisition, reductions to the Library, Marshal's Office, and Maintenance Division. Scannell noted that the current state of the budget did not allow funds to maintain our roads and stressed that Council needed to be aware that this could result in deterioration of the Town's road system. Council was also in general agreement that the Library Advisory, Parks & Recreation, Trails and Pathways, and the Housing Commissions would be transitioned to a committee-based organizational model as opposed to a formal commission that is subject to Open Meeting Laws. Council also agreed to the appropriation of \$25,000 for water adjudication and a \$50,000 appropriation for the California Hotwood litigation. This appropriation increased the appropriation for the Contingency Fund. Council also agreed, with the Mayor in opposition, to drop the filming of Council meetings by Channel 18. Council supported the \$200,000 draw on the fund balance to balance the budget while continuing the highest possible service delivery in these austere times.

Public Input

Sandy Ashton stated that she was a volunteer at the Animal Shelter and expressed her concerns with transferring the animal care to Yavapai County. She said that the animals would be picked up and left for hours in a hot truck with no food or water and would be euthanized in 72 hours. She said that many residents are not aware that their dogs have been picked up and by the time they realized it, the animals would be gone. Ashton assured Council that if they would keep the Animal Shelter in Camp Verde, she would be willing to sign a contract to volunteer whatever time was needed.

There was no further public input.

- 6. **Discussion of the Draft Tentative FY 2009/10 Budget. Discussion may include in no particular order and not limited to the following: HURF, Public Works/Engineer, Storm Water Management, Marshal's Office, Animal Control, 9-1-1 Fund, Human Resources, State and Federal Grant funds, Community Development, Current Planning, Long-Range Planning, Code Enforcement, Building Department, Impact Fee Fund, Mayor and Council, Town Manager, Town Clerk, and Finance Department.** Note: if any of these items are not addressed at this meeting, they may be carried over to the May 20, 2009 meeting.

Council reviewed the following departments: HURF, Public Works/Engineer, Storm Water Management, Community Development, Current Planning, Long-Range Planning, Code Enforcement, Building Department, Impact Fee Fund, Human Resources, and the Finance Department. There were no significant changes to the Marshal's Office or 9-1-1 Fund budgets and thus, did not require a review.

The budgets for the Mayor and Council, Town Manager, and Town Clerk were not discussed at this meeting.

7. **Adjournment**

The meeting was adjourned at 10:18 p.m.

Deborah Barber, Town Clerk

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 18th day of May 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____ 2009

Deborah Barber, Town Clerk

**MINUTES
JOINT WORK SESSION
MAYOR and COMMON COUNCIL
PLANNING & ZONING COMMISSION
Council Chambers
WEDNESDAY, MAY 13, 2009
6:30 P.M.**

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

1. **Call to Order**

2. **Roll Call**

For the Council, Mayor Gioia, Councilors Garrison, Kovacovich, German and Roulette were present; Vice Mayor Hauser and Councilor Smith were absent; for the Planning & Zoning Commission, Chairperson Butner, Vice Chairperson Hisrich, Commissioners Freeman, Parrish, Buchanan and Burnside, and newly-appointed Commissioner Meredith were present.

Also Present: Town Manager Mike Scannell, Community Development Director Nancy Buckel, Special Projects Administrator Matt Morris, Sr. Planner Mike Jenkins, Public Works Director Ron Long, Councilors-Elect Robin Whatley and Jackie Baker, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**

The Pledge was led by Roulette.

4. **Planning Session pertaining to the update and overhaul of the Town's zoning ordinances. Discussion topics include the following:**

- a. Initial considerations (e.g. enabling legislation, Arizona Revised Statutes, list and type of current zoning ordinances adopted by town, etc.)
- b. Strategies for zoning ordinance overhaul.
- c. Analysis of external assistance via private consultants (i.e. cost, time, etc.)

Special Projects Administrator Matt Morris gave a Power Point presentation to in effect continue the dialogue started a few months ago regarding updating the Planning & Zoning ordinances, and to look at the entire project as a whole in terms of the regulations that govern the development of the Town. Morris distributed copies of a draft of the projected time line, estimated to start with approximately 6 months for the project planning, a period of approximately 480 days for Phase I to evaluate and revise the existing ordinances, and then 720 days for Phase II to research, identify, complete and finally implement the new zoning model. Morris gave an overview of the elements within each of the phases which include the vision of the General Plan, legislation establishing the right to regulate property, conflicting language creating liability issues, protection of private property rights, and finally the need to devote sufficient time to complete the project right.

During the general discussion of the existing problems with the ordinances, it was pointed out that Camp Verde has never had the staff or funding to do a major overhaul of the Code and has just had to address the "hot spots," which has contributed to the existing problems of conflicts and confusion in the different sections of the Code. Morris outlined the limited staff time available, the complex task ahead, the issue of outside assistance, and the potential cost based on the experience of other communities in completing similar projects. Morris estimated that typically, with a team of planners all working together, it still took approximately two years, and the costs were found to range from \$200,000 to \$225,000. The proposed budget for 2009-2010 includes the amount of \$150,000 which will begin the process for the first year; the total amount to complete the project is estimated at over \$300,000; using professional outside consultants is the "cost of doing business." There was a suggestion to have Planning staff, in addition to Morris, dedicate more time to assisting in the revision. There was also discussion regarding perhaps the less expensive and better approach of one person revising the entire Code from front to back, resolving all of the internal inconsistencies, prior to any public participation. In response to both suggestions it was pointed out that ongoing intensive public participation will be required throughout the complex revision process to make sure the right path is being followed, plus there simply is no extra staff time available to

contribute to the project because of an already overburdened workload required by the current economy and resulting budget cuts. There was also discussion about wanting to incorporate stronger power to enforce the Code provisions, and the need to upgrade the subdivision regulations and get development standards in place that are currently lacking. For example, the Town Engineer has no authority to ask for design criteria for street safety issues; that is another area that will require help from consultants.

The importance of the diagnosis was stressed in that it will determine what needs to be fixed right away; analysis next, along with the mandated public participation to correct the inconsistencies, and legal review during the phases including addressing the consequences of Prop. 207. Priorities are to be identified; a decision by the Council and Planning & Zoning to modify, reject or proceed with the outlined updating and revision project will be made following review of the proposed new budget.

5. **Adjournment**

The meeting was adjourned at 8:19 p.m.

Margaret Harper, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the Joint Work Session held by the Mayor and Common Council and the Planning & Zoning Commission of the Town of Camp Verde, Arizona, on the 13th day of May 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2009.

Debbie Barber, Town Clerk

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RESOLUTION 2009-772

**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 19, 2009**

WHEREAS, the Town of Camp Verde ("Town"), held a General Election on May 19, 2009 for a Mayor; 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 2,645 and the total number of registered voters in the Town was 5,269, for a turnout of 50.2%.
2. There were 25 rejected mail ballots.
3. The number of votes cast was as follows:

MAYOR

	<u>CVA</u>	<u>CVB</u>	<u>Total</u>	<u>Percentage</u>
Burnside, Bob	798	615	1413	53.50%
Gioia, Tony	638	575	1213	45.93%
Write-Ins	6	9	15	0.57%

4. That it is hereby found, determined, and declared of record, that the following candidate did receive more than one-half of the total number of valid votes cast and is hereby issued a Certificate of Election.:

Bob Burnside

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 their Council Hears Planning and Zoning Session on May 27, 2009.

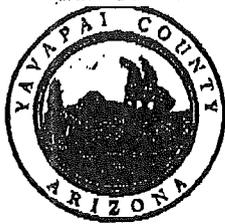
Tony Gioia, Mayor

Attest: _____
Deborah Barber, Town Clerk

Approved as to form:

Town Attorney

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Yavapai County Recorder
1015 Fair Street – Room 228
Prescott, AZ 86305

County Recorder
Ana Wayman-Trujillo
ana.wayman-trujillo@co.yavapai.az.us
928-771-3244
928-771-3258 (Fax)

Chief Deputy Recorder
Pete Bersell
pete.bersell@co.yavapai.az.us
928-771-3244
928-771-3258 (Fax)

Elections Director
Lynn A. Constabile
lynn.constabile@co.yavapai.az.us
928-771-3250
928-771-3446 (Fax)

Registrar of Voters
Karen McCracken
karen.mccracken@co.yavapai.az.us
928-771-3248
928-771-3446 (Fax)

Records Manager
Jessica Manley-Ewald
jessica.manley@co.yavapai.az.us
928-771-3584
928-771-3512 (Fax)

May 21, 2009

Debbie Barber, Town Clerk
Town of Camp Verde
473 South Main Street, Suite 102
Camp Verde, AZ 86322

Dear Debbie,

Enclosed please find the Certification of Election Results plus two sets of election results for the Town of Camp Verde General Election held on May 19, 2009. One copy is entitled "Unofficial Final Results". Please use this copy for your canvass. The other copy is entitled "Official Final Results" which is to be used for your official records after canvass.

Sincerely,

Lynn A. Constabile
Elections Director

LAC:sf

Enclosure

FOR ELECTION RESULTS VISIT OUR WEB
PAGE: www.co.yavapai.az.us

Toll Free Numbers:
Ash Fork 800-771-2797
Bagdad 800-771-2797
Black Canyon City 602-495-8800
Cottonwood Area 639-8100
Seligman 800-771-2797
Yarnell 800-771-2797

Yavapai County Recorder
Ana Wayman-Trujillo
County Recorder
1015 Fair Street-Room 228
Prescott, Arizona 86305
928-771-3244
928-771-3258 (Fax)

Voter Registration
Karen McCracken
Registrar of Voters
928-771-3248
928-771-3446 (Fax)

Elections
Lynn A. Constabile
Elections Director
928 771-3250
928 771-3446 (Fax)



CERTIFICATION OF ELECTION RESULTS

For the

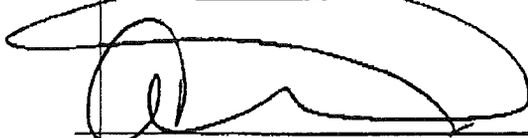
TOWN OF CAMP VERDE GENERAL ELECTION

MAY 19, 2009

YAVAPAI COUNTY, ARIZONA

We, Ana Wayman-Trujillo, Yavapai County Recorder, and Lynn A. Constabile, Yavapai County Elections Director, hereby certify that the attached foregoing vote results contains a full, true, and correct copy of the vote tabulations for the May 19, 2009, Town of Camp Verde General Election.

Dated this 21st day of May, 2009



Ana Wayman-Trujillo, County Recorder



Lynn A. Constabile, Elections Director

Election Summary Report May 19, 2009 Summary For Town of Camp Verde, All Counters, All Races UNOFFICIAL FINAL RESULTS	Date:05/21/09 Time:07:16:34 Page:1 of 1
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Registered Voters 5269 - Cards Cast 2645 50.20%

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

Camp Verde Mayor		Total
Number of Precincts		2
Precincts Reporting		2 100.0 %
Vote For		1
Times Counted	2645/5269	50.2 %
Total Votes		2641
BURNSIDE, BOB	1413	53.50%
GIOLA, TONY	1213	45.93%
Write-in Votes	15	0.57%

Statement of Votes Cast
May 19, 2009
SOVC For Town of Camp Verde, All Counters, All Races
UNOFFICIAL FINAL RESULTS

Date:05/21/09
 Time:07:23:09
 Page:1 of 3

	TURN OUT		
	Reg. Voters	Cards Cast	% Turnout
Jurisdiction Wide			
Camp Verde A - 45-02/03/04, 65-01/03/04			
Polling	2675	0	0.00%
Mail	2675	1445	54.02%
Total	2675	1445	54.02%
Camp Verde B - 47-01/02, 54-01/04/05, 85-01/03/04/05			
Polling	2594	0	0.00%
Mail	2594	1200	46.26%
Total	2594	1200	46.26%
Total			
Polling	5269	0	0.00%
Mail	5269	2645	50.20%
Total	5269	2645	50.20%

<p>Statement of Votes Cast May 19, 2009 SOVC For Town of Camp Verde, All Counters, All Races UNOFFICIAL FINAL RESULTS</p>	<p>Date:05/21/09 Time:07:23:09 Page:2 of 3</p>
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	Camp Verde Mayor							
	Reg. Voters	Vote For	Times Counted	Total Votes	BURNSIDE, BOB		GIOIA, TONY	
Jurisdiction Wide								
Camp Verde A - 45-02/03/04, 65-01/03/04								
Polling	2675	1	0	0	0	-	0	-
Mail	2675	1	1445	1442	798	55.34%	638	44.24%
Total	2675	2	1445	1442	798	55.34%	638	44.24%
Camp Verde B - 47-01/02, 54-01/04/05, 85-01/03/04/05								
Polling	2594	1	0	0	0	-	0	-
Mail	2594	1	1200	1199	615	51.29%	575	47.96%
Total	2594	2	1200	1199	615	51.29%	575	47.96%
Total								
Polling	5269	2	0	0	0	-	0	-
Mail	3269	2	2645	2641	1413	53.50%	1213	45.93%
Total	3269	4	2645	2641	1413	53.50%	1213	45.93%

<p>Statement of Votes Cast May 19, 2009 SOVC For Town of Camp Verde, All Counters, All Races UNOFFICIAL FINAL RESULTS</p>	<p>Date:05/21/09 Time:07:23:09 Page:3 of 3</p>
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	Camp Verde Mayor
Write-In Votes	
Jurisdiction Wide	
Camp Verde A - 43-02/03/04, 63-01/03/04	
Polling	0
Mail	6 0.42%
Total	6 0.42%
Camp Verde B - 47-01/02, 54-01/04/05, 85-01/03/04/05	
Polling	0
Mail	9 0.75%
Total	9 0.75%
Total	
Polling	0
Mail	15 0.57%
Total	15 0.57%

Election Summary Report May 19, 2009 Summary For Town of Camp Verde, All Counters, All Races OFFICIAL FINAL RESULTS	Date:05/21/09 Time:07:25:17 Page:1 of 1
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Registered Voters 5269 - Cards Cast 2645 50.20% Num. Report Precinct 2 - Num. Reporting 2 100.00%

Camp Verde Mayor	Total	
Number of Precincts	2	
Precincts Reporting	2	100.0 %
Vote For	1	
Times Counted	2645/5269	50.2 %
Total Votes	2641	
BURNSIDE, BOB	1413	53.50%
GIOLA, TONY	1213	45.93%
Write-in Votes	15	0.57%

Statement of Votes Cast
May 19, 2009
SOVC For Town of Camp Verde, All Counters, All Races
OFFICIAL FINAL RESULTS

Date:05/21/09
 Time:07:26:36
 Page:1 of 3

	TURN OUT		
	Reg. Voters	Cards Cast	% Turnout
Jurisdiction Wide			
Camp Verde A - 45-02/03/04, 65-01/03/04			
Polling	2675	0	0.00%
Mail	2675	1445	54.02%
Total	2675	1445	54.02%
Camp Verde B - 47-01/02, 54-01/04/05, 85-01/03/04/05			
Polling	2594	0	0.00%
Mail	2594	1200	46.26%
Total	2594	1200	46.26%
Total			
Polling	5269	0	0.00%
Mail	5269	2645	50.20%
Total	5269	2645	50.20%

Statement of Votes Cast
May 19, 2009
SOVC For Town of Camp Verde, All Counters, All Races
OFFICIAL FINAL RESULTS

Date:05/21/09
 Time:07:26:36
 Page:2 of 3

		Camp Verde Mayor							
		Reg. Voters	Vote For	Times Counted	Total Votes	BURNSIDE, BOB		GIOIA, TONY	
Jurisdiction Wide									
Camp Verde A - 45-02/03/04, 65-01/03/04									
Polling		2675	1	0	0	0	-	0	-
Mail		2675	1	1445	1442	798	55.34%	638	44.24%
Total		2675	2	1445	1442	798	55.34%	638	44.24%
Camp Verde B - 47-01/02, 54-01/04/05, 85-01/03/04/05									
Polling		2594	1	0	0	0	-	0	-
Mail		2594	1	1200	1199	615	51.29%	575	47.96%
Total		2594	2	1200	1199	615	51.29%	575	47.96%
Total									
Polling		5269	2	0	0	0	-	0	-
Mail		5269	2	2645	2641	1413	53.50%	1213	45.93%
Total		5269	4	2645	2641	1413	53.50%	1213	45.93%

Statement of Votes Cast
May 19, 2009
SOVC For Town of Camp Verde, All Counters, All Races
OFFICIAL FINAL RESULTS

Date:05/21/09
 Time:07:26:36
 Page:3 of 3

	Camp Verde Mayor	
	Write-In Votes	
Jurisdiction Wide		
Camp Verde A - 45-02/03/04, 65-01/03/04		
Polling	0	-
Mail	6	0.42%
Total	6	0.42%
Camp Verde B - 47-01/02, 54-01/04/05, 85-01/03/04/05		
Polling	0	-
Mail	9	0.75%
Total	9	0.75%
Total		
Polling	0	-
Mail	15	0.57%
Total	15	0.57%



COUNTY OF YAVAPAI - Town of Camp Verde

GENERAL ELECTION DATE May 19, 2009

REJECTED BALLOT REPORT

MAIL BALLOTS REJECTED

25

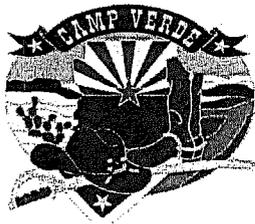
[**Back to Top**](#)

CERTIFICATE OF APPRECIATION

This certificate is awarded to

Robin Whatley

*In recognition of her valuable service
to the Town for her time serving on the
Parks & Recreation Commission.*



TOWN OF CAMP VERDE

Mayor Tony Gioia

Date

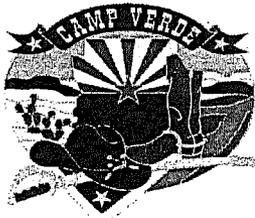
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CERTIFICATE OF APPRECIATION

This certificate is awarded to

Robert Burnside

*In recognition of his valuable service to
the Town for his time serving on the
Planning & Zoning Commission.*



TOWN OF CAMP VERDE

Mayor Tony Gioia

Date

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#8



TOWN OF CAMP VERDE AGENDA ACTION FORM

Meeting Type: Meeting Date: Type of Presentation:

Reference Document:

Agenda Title: (Be Exact):

Discussion, consideration and possible approval of Resolution 2009-767 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring as public record that certain document filed with the Town Clerk and entitled "Town of Camp Verde Technical Code Amendments, Chapter 7 - Building, Article 7-1, Section 7-1-100 of the Town of Camp Verde Code" of the Town of Camp Verde, Arizona.

Purpose and Background Information:

The currently adopted 2003 International Code Council Codes, (ICC) and Related Public Codes were not adopted with any amendments, leaving staff without the tools to address special issues that arise within the Town concerning construction activities. Upon recommendation from our Building Consultant, Stantec, the decision to create the Technical Code Amendments was based on the need for these tools to address special issues and benefit our building customers within the community. The Technical Code Amendments were created to be used in conjunction with the adopted 2006 International Code Council Codes and Related Public Codes. In most cases when municipalities are adopting new versions of the Building Codes, amending the codes to fit the communities needs, is common practice.

Staff Recommendation(s): (Suggested Motion)

Staff is recommending Council approve Resolution 2009-767 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring as public record that certain document filed with the Town Clerk and entitled "Town of Camp Verde Technical Code Amendments, Chapter 7 - Building, Article 7-1, Section 7-1-100 of the Town of Camp Verde Code" of the Town of Camp Verde, Arizona.

Comments:

Fund: Line Item: Attorney Reviewed Yes No N/A

Comments from Attorney:

Submitting Department: Contact Person:

RESOLUTION NO. 2009-767

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "TOWN OF CAMP VERDE TECHNICAL CODE AMENDMENTS CHAPTER 7 – BUILDING, ARTICLE 7-1, SECTION 7-1-100 OF THE TOWN OF CAMP VERDE CODE" OF THE TOWN OF CAMP VERDE, ARIZONA.

THAT certain document entitled "TOWN OF CAMP VERDE TECHNICAL CODE AMENDMENTS CHAPTER 7 – BUILDING, ARTICLE 7-1, SECTION 7-1-100 OF THE TOWN OF CAMP VERDE CODE" OF THE TOWN OF CAMP VERDE, ARIZONA, three copies of which are on file in the office of Community Development, is hereby declared to be a public record, and said copies are ordered to remain on file for distribution to the public.

PASSED AND ADOPTED BY THE Mayor and Council of the Town of Camp Verde, Arizona, this _____ day of _____, 2009.

Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney

CHAPTER 7
BUILDING
Article 7-1
ADOPTION OF THE 2006 INTERNATIONAL CODE COUNCIL CODES, (ICC)
AND RELATED PUBLIC CODES

SECTION 7-1-100 TOWN OF CAMP VERDE TECHNICAL CODE AMENDMENTS

THE ABOVE LISTED DOCUMENTS ARE HEREBY AMENDED FOR THE INCORPORATED AREAS OF THE TOWN OF CAMP VERDE.

INTERNATIONAL BUILDING CODE, 2006 EDITION, ADOPTED BY REFERENCE

THE INTERNATIONAL BUILDING CODE, 2006 EDITION, INCLUDING APPENDIX J AND HEREBY REFERRED TO, ADOPTED, AND MADE A PART HERE OF AS SET FORTH HEREIN, EXCEPTING SUCH PORTIONS AS ARE HEREINAFTER DELETED, MODIFIED OR AMENDED.

CHAPTER 1 ADMINISTRATION. IS DELETED IN IT'S ENTIRETY AND REPLACED WITH THE REQUIREMENTS OF THE TOWN OF CAMP VERDE ADMINISTRATIVE BUILDING CODE AS ADOPTED AND FROM TIME TO TIME AMENDED.

SECTION 3109.3 – PUBLIC SWIMMING POOLS IS AMENDED BY THE DELETION OF FOUR FEET (1290 MM) AND THE INSERTION OF FIVE FEET (1613 MM).

SECTION 3109.4.1 – BARRIERS HEIGHT AND CLEARANCES IS AMENDED BY THE DELETION OF FORTY-EIGHT INCHES (1219 MM) AND THE INSERTION OF SIXTY INCHES (1530 MM).

SECTION 3109.4.1.7 GATES IS AMENDED BY REVISION OF THE LAST SENTENCE TO READ AS FOLLOWS:

3109.4.1.7 – GATES. WHERE THE RELEASE MECHANISM OF THE SELF-LATCHING DEVICE IS LOCATED LESS THAN FIFTY-FOUR INCHES (1372 MM) FROM THE BOTTOM OF THE GATE, THE RELEASE MECHANISM SHALL BE LOCATED ON THE POOL SIDE OF THE GATE AT LEAST FIVE INCHES (127 MM) BELOW THE TOP OF THE GATE, AND THE GATE AND BARRIER SHALL HAVE OPENINGS NOT GREATER THAN 0.5 INCH (12.7 MM) WITHIN EIGHTEEN INCHES (457 MM) OF THE RELEASE MECHANISM.

SECTION 3109.4.1.8 DWELLING WALL AS A BARRIER IS HEREBY AMENDED BY THE ADDITION OF #4 TO READ AS FOLLOWS:

4. EMERGENCY ESCAPE AND RESCUE WINDOWS FOR SLEEPING ROOMS WHICH FACE WITHIN A SWIMMING POOL ENCLOSURE SHALL BE EQUIPPED WITH A LATCHING DEVICE LOCATED FIFTY-FOUR INCHES (1372 MM) ABOVE THE FLOOR. ALL OTHER OPERABLE DWELLING UNIT WINDOWS FACING WITHIN THE SWIMMING POOL ENCLOSURE SHALL BE EQUIPPED WITH SCREWED-IN-PLACE WIRE MESH SCREEN, A KEYED LOCK THAT PREVENTS OPENING THE WINDOW MORE THAN FOUR INCHES

(102 MM), OR A LATCHING DEVICE LOCATED NOT LESS THAN FIFTY-FOUR INCHES (1372 MM) ABOVE THE FLOOR.

SECTION 3401.3 – COMPLIANCE WITH OTHER CODES IS AMENDED BY DELETION OF INTERNATIONAL PRIVATE SEWAGE DISPOSAL CODE, AND ICC ELECTRIC CODE.

INTERNATIONAL FUEL GAS CODE, 2006 EDITION, ADOPTED BY REFERENCE

THE INTERNATIONAL FUEL GAS CODE, 2006 EDITION, INCLUDING APPENDIXES A, B, C AND D, AND HEREBY REFERRED TO, ADOPTED, AND MADE A PART HERE OF AS SET FORTH HEREIN, EXCEPTING SUCH PORTIONS AS ARE HEREINAFTER DELETED, MODIFIED OR AMENDED.

CHAPTER 1 ADMINISTRATION. IS DELETED IN IT'S ENTIRETY AND REPLACED WITH THE REQUIREMENTS OF THE TOWN OF CAMP VERDE ADMINISTRATIVE BUILDING CODE AS ADOPTED AND FROM TIME TO TIME AMENDED.

SECTION 404.9 – MINIMUM BURIAL DEPTH IS AMENDED BY ADDING THE FOLLOWING SENTENCE TO THE END OF THE SECTION TO READ AS FOLLOWS:

404.9 – MINIMUM BURIAL DEPTH. UNDERGROUND FERROUS GAS PIPING SHALL BE ELECTRICALLY ISOLATED FROM THE REST OF THE GAS SYSTEM WITH LISTED OR APPROVED ISOLATION FITTINGS (DIALECTIC UNION) INSTALLED A MINIMUM SIX INCHES (152 MM) ABOVE GRADE. ALL NONMETALLIC PIPING SHALL BE INSTALLED WITH A YELLOW 18 AWG TRACER WIRE TERMINATING 12 INCHES (305 MM) ABOVE GRADE AT EACH END.

SECTION 409.1.3 – GAS PIPING INSTALLATIONS, SHUTOFF VALVES, ACCESS TO SHUTOFF VALVES IS HEREBY AMENDED BY ADDING A SECOND SENTENCE TO READ AS FOLLOWS:

409.1.3 – GAS PIPING INSTALLATIONS, SHUTOFF VALVES, ACCESS TO SHUTOFF VALVES. ALL BUILDINGS SHALL BE PROVIDED WITH A SHUTOFF VALVE LOCATED AT THE BUILDING ON THE DOWNSTREAM SIDE OF THE GAS METER.

INTERNATIONAL MECHANICAL CODE, 2006 EDITION, ADOPTED BY REFERENCE

THE INTERNATIONAL MECHANICAL CODE, 2006 EDITION, INCLUDING APPENDIX A AND HEREBY REFERRED TO, ADOPTED, AND MADE A PART HERE OF AS SET FORTH HEREIN, EXCEPTING SUCH PORTIONS AS ARE HEREINAFTER DELETED, MODIFIED OR AMENDED.

CHAPTER 1 ADMINISTRATION. IS DELETED IN IT'S ENTIRETY AND REPLACED WITH THE REQUIREMENTS OF THE TOWN OF CAMP VERDE ADMINISTRATIVE BUILDING CODE AS ADOPTED AND FROM TIME TO TIME AMENDED.

INTERNATIONAL PLUMBING CODE, 2006 EDITION, ADOPTED BY REFERENCE

THE INTERNATIONAL PLUMBING CODE, 2006 EDITION, INCLUDING APPENDIXES B, D,

F AND G, AND HEREBY REFERRED TO, ADOPTED, AND MADE A PART HERE OF AS SET FORTH HEREIN, EXCEPTING SUCH PORTIONS AS ARE HEREINAFTER DELETED, MODIFIED OR AMENDED.

CHAPTER 1 ADMINISTRATION. IS DELETED IN IT'S ENTIRETY AND REPLACED WITH THE REQUIREMENTS OF THE TOWN OF CAMP VERDE ADMINISTRATIVE BUILDING CODE AS ADOPTED AND FROM TIME TO TIME AMENDED.

SECTION 305.6.1 – SEWER DEPTH IS HEREBY AMENDED TO READ AS FOLLOWS:

305.6.1 – SEWER DEPTH. BUILDING SEWERS THAT CONNECT TO PRIVATE SEWAGE DISPOSAL SYSTEMS SHALL BE A MINIMUM OF TWELVE INCHES (305 MM) BELOW FINISHED GRADE AT THE POINT OF SEPTIC TANK CONNECTION. ALL NONMETALLIC BUILDING SEWERS SHALL BE INSTALLED WITH A GREEN 18 AWG TRACER WIRE TERMINATING 12 INCHES (305 MM) ABOVE GRADE AT EACH END.

CHAPTER 4 FIXTURES, FAUCETS AND FIXTURE FITTINGS

SECTION 403 – MINIMUM PLUMBING FACILITIES

TABLE 403.1 – MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES IS HEREBY AMENDED BY ADDITION OF NEW FOOTNOTE “E” TO READ AS FOLLOWS:

TABLE 403.1 – MINIMUM NUMBER OF FIXTURES.

- E. WATER COOLERS OR BOTTLED WATER DISPENSERS MAY BE SUBSTITUTED FOR DRINKING FOUNTAINS IN A, B AND M OCCUPANCIES WITH TWENTY-FIVE (25) OR FEWER OCCUPANTS.**

SECTION 504.6 – REQUIREMENTS FOR DISCHARGE PIPE, ITEM #5 IS AMENDED TO READ AS FOLLOWS:

504.6 – REQUIREMENTS FOR DISCHARGE PIPE.

5. DISCHARGE TO THE FLOOR, TO AN INDIRECT WASTE RECEPTOR OR TO THE OUTDOORS. WHERE DISCHARGING TO THE OUTDOORS, DISCHARGE PIPING SHALL BE NO LESS THAN SIX INCHES (152 MM) AND NO GREATER THAN TWENTY-FOUR INCHES (610 MM) FROM GRADE.

SECTION 603 – WATER SERVICE PIPE INSTALLATION IS HEREBY AMENDED AS A NEW SECTION TO READ AS FOLLOWS:

603.1 – WATER SERVICE PIPE INSTALLATION. THE INSTALLATION OF THE WATER SERVICE PIPE SHALL COMPLY WITH SECTION 603.1.1.

603.1.1 – BURIAL DEPTH. THE WATER SERVICE PIPE SHALL BE BURIED A MINIMUM OF EIGHTEEN INCHES (457 MM) BELOW THE FINISH GRADE. ALL NONMETALLIC SERVICE PIPING SHALL BE INSTALLED WITH A BLUE 18 AWG TRACER WIRE TERMINATING 12 INCHES (305 MM) ABOVE GRADE AT EACH END.

SECTION 715.1 – SANITARY DRAINAGE; BACKWATER VALVES; SEWAGE BACKFLOW IS AMENDED TO READ AS FOLLOWS:

715.1 – SANITARY DRAINAGE; BACKWATER VALVES; SEWAGE BACKFLOW. AN APPROVED BACKWATER VALVE SHALL PROTECT ALL STRUCTURES CONNECTED TO A PUBLIC SEWER SYSTEM.

SECTION 904.1 – ROOF EXTENSION IS AMENDED BY THE INSERTION OF TWELVE INCHES (12”).

NATIONAL ELECTRICAL CODE, 2005 EDITION, ADOPTED BY REFERENCE

THE NATIONAL ELECTRICAL CODE, 2005 EDITION, AND HEREBY REFERRED TO, ADOPTED, AND MADE A PART HERE OF AS SET FORTH HEREIN, EXCEPTING SUCH PORTIONS AS ARE HEREINAFTER DELETED, MODIFIED OR AMENDED.

ARTICLE 90-1 (E) – ADMINISTRATION AND ENFORCEMENT IS HEREBY ADDED AS A SUB PARAGRAPH TO READ AS FOLLOWS:

ARTICLE 90-1 (E) – ADMINISTRATION AND ENFORCEMENT – FOR THE PURPOSE OF ADMINISTRATION AND ENFORCEMENT OF THE REQUIREMENTS OF THIS CODE AND AMENDMENTS THERETO, THE PROVISIONS OF THE TOWN OF CAMP VERDE ADMINISTRATIVE BUILDING CODE AS ADOPTED BY SEPARATE ORDINANCE, AND AS MAY BE AMENDED FROM TIME TO TIME, SHALL APPLY.

ARTICLE 210.8 GROUND-FAULT CIRCUIT –INTERRUPTER PROTECTION FOR PERSONNEL IS HEREBY AMENDED TO READ AS FOLLOWS:

(7) CONVENIENCE RECEPTACLES LOCATED WITHIN SIX FEET (1.8 M) OF ANY SINK, WASHBASIN, TUB OR SHOWER.

INTERNATIONAL RESIDENTIAL CODE, 2006 EDITION, ADOPTED BY REFERENCE

THE INTERNATIONAL RESIDENTIAL CODE, 2006 EDITION, INCLUDING APPENDIXES A, B, C, G, H, J, AND Q, AND HEREBY REFERRED TO, ADOPTED, AND MADE A PART HERE OF AS SET FORTH HEREIN, EXCEPTING SUCH PORTIONS AS ARE HEREINAFTER DELETED, MODIFIED OR AMENDED.

CHAPTER 1 ADMINISTRATION. IS DELETED IN IT’S ENTIRETY AND REPLACED WITH THE REQUIREMENTS OF THE TOWN OF CAMP VERDE ADMINISTRATIVE BUILDING CODE AS ADOPTED AND FROM TIME TO TIME AMENDED.

SECTION R301 – DESIGN CRITERIA

TABLE R301.2 (1)

CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

ROOF	WIND	SEISMIC	SUBJECT TO DAMAGE FROM	WINTER	ICE BARRIER
-------------	-------------	----------------	-------------------------------	---------------	--------------------

			WEATHERING	FROST LINE DEPTH	TERMITE		
20	90 MPH EXPOSURE C	C	MODERATE	12 INCHES (305 MM)	MODERATE TO HEAVY	20°	NO

FLOOD HAZARDS	AIR FREEZING INDEX	MEAN ANNUAL TEMP
REFER TO FLOOD PLAIN UNIT	194	53°

TABLE R301.5 IS AMENDED BY DELETION OF DESIGN LOAD 20 IN ATTICS WITH STORAGE AND 30 IN SLEEPING ROOMS AND REPLACE WITH 40 IN BOTH AREAS.

USE	LIVE LOAD
ATTICS WITH STORAGE ^{B,E}	40
SLEEPING ROOMS	40

SECTION R309 – GARAGES AND CARPORTS

SECTION R309.1 – OPENING PROTECTION IS AMENDED BY THE ADDITION OF THE SENTENCE TO READ AS FOLLOWS:

R309.1 – OPENING PROTECTION. DOORS PROVIDING PROTECTION SHALL BE MAINTAINED SELF-CLOSING AND SELF-LATCHING.

SECTION R403.1.1 – MINIMUM SIZE IS HEREBY AMENDED BY ADDITION OF THE FOLLOWING SECTION TO READ AS FOLLOWS:

R403.1.1 – MINIMUM SIZE. CONTINUOUS SPREAD CONCRETE FOOTINGS SHALL BE REINFORCED WITH AT LEAST ONE NO. 4 HORIZONTAL REINFORCEMENT BAR LOCATED THREE INCHES (76 MM) FROM THE BOTTOM OF THE FOOTING. MONOLITHIC INTERIOR AND EXTERIOR CONCRETE FOOTINGS SHALL BE REINFORCED WITH AT LEAST ONE NO. 4 HORIZONTAL BAR LOCATED THREE INCHES (76 MM) FROM THE BOTTOM OF THE FOOTING AND ONE NO. 4 BAR LOCATED THREE INCHES (76 MM) FROM THE TOP OF THE SLAB. PIER AND COLUMN FOOTINGS SHALL BE REINFORCED WITH ONE NO. 4 HORIZONTAL BAR SPACED NO MORE THAN TWELVE INCHES (305 MM) IN EACH DIRECTION AND LOCATED THREE INCHES (76 MM) FROM THE BOTTOM OF THE FOOTING.

SECTION R403.1.3.1 – FOUNDATIONS AND STEM WALLS IS HEREBY DELETED IN ITS ENTIRETY AND REVISED TO READ AS FOLLOWS:

R403.1.3.1 – FOUNDATIONS AND STEM WALLS. FOUNDATIONS AND STEM WALLS

SHALL BE PROVIDED WITH THE FOLLOWING STEEL REINFORCEMENT, UNLESS AN ENGINEERED DESIGN IS PROVIDED:

- 1. FOR NON-RETAINING STEM WALLS LESS THAN TWENTY FOUR INCHES (610 MM) IN HEIGHT, A BOND BEAM COMPOSED OF ONE NO. 4 HORIZONTAL BAR IS REQUIRED AT THE TOP OF THE WALL AND ONE NO. 4 VERTICAL BAR IS PROVIDED AT FORTY-EIGHT INCHES (1219 MM) ON CENTER. THE VERTICAL REINFORCEMENT SHALL EXTEND INTO THE FOOTING WITH A BENT HOOK HAVING A MINIMUM OF SIX-INCH (152 MM) 90° BEND.**

- 2. FOR STEM WALLS TWENTY-FOUR INCHES (610 MM) TO FORTY-EIGHT INCHES (1219 MM) IN HEIGHT, A BOND BEAM COMPOSED OF TWO NO. 4 HORIZONTAL BAR, OR ONE NO. 5 BAR IS REQUIRED AT THE TOP OF THE WALL AND ONE NO. 4 VERTICAL BAR IS PROVIDED AT FORTY-EIGHT INCHES (1219 MM) ON CENTER. THE VERTICAL REINFORCEMENT SHALL EXTEND INTO THE FOOTING WITH A BENT HOOK HAVING A MINIMUM OF SIX-INCH (152 MM) 90° BEND.**

SECTION R404.1.1 – MASONRY FOUNDATION WALLS IS HEREBY AMENDED BY DELETION IN ITS ENTIRETY AND REVISED TO READ AS FOLLOWS:

R404.1.1 – MASONRY FOUNDATION WALLS. CONCRETE MASONRY FOUNDATION WALLS SHALL BE CONSTRUCTED AS SET FORTH IN TABLES R404.1.1 (2), (3) AND (4) FOR THE MOST RESTRICTIVE DESIGN SOIL CLASS PROVIDED THAT THE MINIMUM VERTICAL REINFORCEMENT IS ONE NO. 4 SPACED NO MORE THAN FORTY-EIGHT INCHES (1219 MM) ON CENTER AND SHALL ALSO COMPLY WITH THE PROVISIONS OF THIS SECTION AND THE APPLICABLE PROVISIONS OF SECTIONS R606, R607 AND R608. IN SEISMIC DESIGN CATEGORY D₀, D₁ AND D₂, CONCRETE MASONRY FOUNDATION WALLS SHALL COMPLY WITH SECTION R404.1.4. RUBBLE STONE MASONRY WALLS SHALL NOT BE USED IN SEISMIC DESIGN CATEGORY D₀, D₁ D₂ OR C.

TABLE R404.1.1 (5) – FOUNDATIONS, CONCRETE FOUNDATION WALLS IS HEREBY AMENDED BY THE ADDITION OF NEW SUBSECTION “M” TO READ AS FOLLOWS:

R404.1.1 (5) – FOUNDATIONS, CONCRETE FOUNDATION WALLS.

- M. WHERE TABLE R404.1.1 (5) PERMITS PLAIN CONCRETE WALLS, NOT LESS THAN ONE NO. 4 VERTICAL BAR AT A SPACING NOT TO EXCEED FORTY-EIGHT INCHES (1219 MM) ON CENTER, SHALL BE PROVIDED.**

SECTION R404.1.8 – RUBBLE STONE MASONRY IS HEREBY DELETED IN ITS ENTIRETY.

TABLE R404.4 (2) – 7.5 INCH THICK FLAT ICF FOUNDATION WALLS, SUBSECTION “C” IS HEREBY DELETED AND REPLACED WITH A NEW SUBSECTION “C” TO READ AS FOLLOWS:

- C. N/R DENOTES NOT LESS THAN ONE NO. 4 VERTICAL BAR AT A SPACING NOT TO EXCEED FORTY-EIGHT INCHES (1219 MM) ON CENTER, SHALL BE PROVIDED.**

TABLE R404.4 (3) – 9.5 INCH THICK FLAT ICF FOUNDATION WALLS, SUBSECTION “C” IS HEREBY DELETED AND REPLACED WITH A NEW SUBSECTION “C” TO READ AS FOLLOWS:

- C. N/R DENOTES NOT LESS THAN ONE NO. 4 VERTICAL BAR AT A SPACING NOT TO EXCEED FORTY-EIGHT INCHES (1219 MM) ON CENTER, SHALL BE PROVIDED.**

SECTION P2603.6 – FREEZING IS AMENDED BY THE REVISION OF THE LAST SENTENCE TO READ AS FOLLOWS:

P2603.6 – FREEZING. WATER SERVICE PIPE SHALL BE INSTALLED NOT LESS THAN EIGHTEEN INCHES (457 MM) DEEP AND NOT LESS THAN SIX INCHES (152 MM) BELOW THE FROST LINE. ALL NONMETALLIC PIPING SHALL BE INSTALLED WITH A BLUE 18 AWG TRACER WIRE TERMINATING 12 INCHES (305 MM) ABOVE GRADE AT EACH END.

SECTION P2603.6.1 – SEWER DEPTH IS HEREBY AMENDED TO READ AS FOLLOWS:

P2603.6.1 – SEWER DEPTH. BUILDING SEWERS THAT CONNECT TO PRIVATE SEWAGE DISPOSAL SYSTEMS SHALL BE A MINIMUM OF TWELVE INCHES (305 MM) BELOW FINISHED GRADE AT THE POINT OF SEPTIC TANK CONNECTION. BUILDING SEWERS SHALL BE A MINIMUM OF TWELVE INCHES (305 MM) BELOW GRADE. ALL NONMETALLIC BUILDING SEWERS SHALL BE INSTALLED WITH A GREEN 18 AWG TRACER WIRE TERMINATING 12 INCHES (305 MM) ABOVE GRADE AT EACH END.

SECTION AG 102 – DEFINITIONS

SWIMMING POOL IS AMENDED TO READ AS FOLLOWS:

SWIMMING POOL. ANY STRUCTURE INTENDED FOR SWIMMING OR RECREATIONAL BATHING THAT CONTAINS WATER OVER EIGHTEEN INCHES (457 MM) INCHES DEEP. THIS INCLUDES IN-GROUND, ABOVEGROUND SWIMMING POOLS, HOT TUBS AND SPAS.

SECTION AG103.2 – ABOVEGROUND AND ON-GROUND POOLS SECTION IS AMENDED BY THE INSERTION OF EXCEPTION TO READ AS FOLLOWS:

AG103.2 – ABOVE GROUND AND ON-GROUND POOLS.

EXCEPTION: PREFABRICATED SWIMMING POOLS ACCESSORY TO DETACHED ONE- AND TWO-FAMILY DWELLINGS AND MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES) NOT MORE THAN THREE STORIES ABOVE GRADE PLANE IN HEIGHT IN WHICH THE POOL WALLS ARE ENTIRELY ABOVE THE ADJACENT GRADE AND IF THE CAPACITY DOES NOT EXCEED 5,000 GALLONS.

SECTION AG 105.2 – OUTDOOR SWIMMING POOL IS HEREBY AMENDED TO READ AS FOLLOWS:

#1 IS AMENDED BY THE DELETION OF FORTY-EIGHT INCHES (1219 MM) AND THE INSERTION OF SIXTY INCHES (1524 MM).

#6 IS AMENDED BY THE DELETION OF 2-¼ INCHES (57 MM) SQUARE AND THE INSERTION OF 1 ¾ INCHES (44 MM) SQUARE.

#8 FIRST SENTENCE IS AMENDED TO READ AS FOLLOWS:

8. ACCESS GATES SHALL COMPLY WITH THE REQUIREMENTS OF SECTION AG105.2, ITEMS 1 THROUGH 7, AND SHALL BE SELF-CLOSING AND SELF-LATCHING.

SUBSECTION 8.1 IS AMENDED TO READ AS FOLLOWS:

8.1 THE RELEASE MECHANISM SHALL BE LOCATED ON THE POOLSIDE OF THE GATE AT LEAST FIVE INCHES (127 MM) BELOW THE TOP OF THE GATE.

#9 IS REVISED BY THE ADDITION OF A NEW SECTION 9.4 TO READ AS FOLLOWS:

9.4 EMERGENCY ESCAPE AND RESCUE WINDOWS FOR SLEEPING ROOMS WHICH FACE WITHIN A SWIMMING POOL ENCLOSURE SHALL BE EQUIPPED WITH A LATCHING DEVICE LOCATED FIFTY-FOUR INCHES (1372 MM) ABOVE THE FLOOR. ALL OTHER OPERABLE DWELLING UNIT WINDOWS FACING WITHIN THE SWIMMING POOL ENCLOSURE SHALL BE EQUIPPED WITH SCREWED-IN-PLACE WIRE MESH SCREEN, A KEYED LOCK THAT PREVENTS OPENING THE WINDOW MORE THAN FOUR INCHES (102 MM), OR A LATCHING DEVICE LOCATED NOT LESS THAN FIFTY-FOUR INCHES (1372 MM) ABOVE THE FLOOR.

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#9



TOWN OF CAMP VERDE AGENDA ACTION FORM

Meeting Type: Meeting Date: Type of Presentation:

Reference Document:

Agenda Title: (Be Exact):

Discussion, consideration and possible approval of Ordinance 2009-A359 an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the 2006 International Code Council Codes, (ICC), and Related Public Codes and the "Town of Camp Verde Technical Code Amendments", amending Town Code Chapter 7 - Building, Article 7-1, and adding Section 7-1-100 of the Town of Camp Verde Code, establishing fee schedules, and proscribing penalties for violations thereof.

Purpose and Background Information:

After recommendation from our Building Consultant , Stantec, and through researching what Codes other cities/towns/counties currently have adopted, it was found that the Town of Camp Verde is one of few still using the 2003 International Code Council Codes, (ICC), and Related Public Codes. Adopting the 2006 International Code Council Codes, (ICC), and Related Public Codes and the Technical Code Amendments, enables the Town of Camp Verde to utilize more current Code requirements to control construction activities, providing guidelines for energy conservation and stipulations for construction work on existing buildings. In addition, citizens may possibly obtain reduced flood insurance rates through our "Building Code Effectiveness Grading Schedule" (BCEGS) a system that rates a local government's quality of service based on adopted codes, staffing and employee certification and training.

The Technical Code Amendments is a separate document to be used in conjunction with the adopted 2006 ICC Codes. Portions of each 2006 ICC Code are extracted and molded to fit our communities special circumstances.

Staff Recommendation(s): (Suggested Motion)

Staff is recommending Council approve Ordinance 2009-A359 an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the 2006 International Code Council Codes, (ICC), and Related Public Codes and the "Town of Camp Verde Technical Code Amendments", amending Town Code Chapter 7 - Building, Article 7-1, and adding Section 7-1-100 of the Town of Camp Verde Code, establishing fee schedules, and proscribing penalties for violations thereof.

Comments:

Fund: Line Item: Attorney Reviewed Yes No N/A

Comments from Attorney:

Submitting Department: Contact Person:



ORDINANCE 2009-A359

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING BY REFERENCE THE 2006 INTERNATIONAL CODE COUNCIL CODES, (ICC), AND RELATED PUBLIC CODES, AND THE "TOWN OF CAMP VERDE TECHNICAL CODE AMENDMENTS", AMENDING TOWN CODE CHAPTER 7 – BUILDING, ARTICLE 7-1, AND ADDING SECTION 7-1-100, ESTABLISHING FEE SCHEDULES, AND PROSCRIBING PENALTIES FOR VIOLATIONS THEREOF.

WHEREAS, the Town Council adopted Ordinance 2004-A274 on March 3, 2004, Chapter 7 - Building, Article 7-1, Adoption of the 2003 International Code Council Codes, (ICC) and Related Public Codes of the Town Code, establishing fee schedules, and proscribing penalties for violations thereof, and

WHEREAS, the Town Council adopted 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, and

WHEREAS, it is in the best interest of the Town council and staff in preserving the public health safety and welfare, to replace the currently established 2003 International Code Council Codes, (ICC), and Related Public Codes, with the 2006 International Code Council Codes, (ICC), and Related Public Codes, and

WHEREAS, it is in the best interest of the Town council and staff in preserving the public health safety and welfare, to adopt the "Town of Camp Verde Technical Code Amendments Chapter 7 – Building, Article 7-1, Adding Section 7-1-100, of the Town of Camp Verde Code", three copies of which are on file in the office of Community Development, which document was made public record by Resolution No. 2009-767, 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 7-1, 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 2006 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 2006** INTERNATIONAL CODE COUNCIL CODES, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, **2003 2006** EDITION.
2. **2003 2006** INTERNATIONAL CODE COUNCIL CODE STANDARDS, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), **2003 2006** EDITION.
3. 2003 INTERNATIONAL FIRE CODE, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), 2003 EDITION.
4. **2003 2006** INTERNATIONAL FUEL GAS CODE, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), **2003 2006** EDITION.
5. **2003 2006** INTERNATIONAL MECHANICAL CODE, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), **2003 2006** 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 2005** NATIONAL ELECTRICAL CODE, PUBLISHED BY THE NATIONAL FIRE PROTECTION ASSOCIATION, **2002 2005** EDITION.
9. **2003 2006** INTERNATIONAL RESIDENTIAL CODE, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), **2003 2006** EDITION.
10. NATIONAL FIRE PROTECTION ASSOCIATION STANDARDS, PUBLISHED BY THE NATIONAL FIRE PROTECTION ASSOCIATION, 2002 EDITION.
11. **2003 2006** INTERNATIONAL BUILDING CODE ASTM REFERENCED STANDARDS, PUBLISHED BY THE AMERICAN SOCIETY FOR TESTING & MATERIALS, **2003 2006** EDITION.

12. ~~2003~~ **2006** INTERNATIONAL PLUMBING CODE, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), ~~2003~~ **2006** EDITION.
13. ~~2003~~ **2006** INTERNATIONAL BUILDING CODE, **INCLUDING** APPENDIX J – GRADING, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), ~~2003~~ **2006** EDITION.
14. ~~AND-AMENDMENTS~~ **2006 EXISTING BUILDING CODE, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), 2006 EDITION.**
15. **2006 INTERNATIONAL ENERGY CONSERVATION CODE, PUBLISHED BY THE INTERNATIONAL CODE COUNCIL INCORPORATED, (ICC), 2006 EDITION.**
16. **TOWN OF CAMP VERDE TECHNICAL CODE AMENDMENTS**
17. **AND AMENDMENTS**

The effective date of the ordinance shall be ~~APRIL 2, 2004~~ **JULY 1, 2009**, 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 UBC 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 Building Official, as defined in Article 7-4, shall be the administrative authority duly appointed to enforce these codes.

Section 2. That certain document known as "Town of Camp Verde Technical Code Amendments", three copies of which are on file in the office of the town clerk, which document was made public record by Resolution No. 2009-767 of the Town of Camp Verde, Arizona, is hereby referred to, adopted and made part hereof as if fully set out in this ordinance

Section 3. All ordinances or parts of ordinances, including Ordinance 2004-A274 and Ordinance 2007-A341, 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 4. 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 5. Following completion of publication and any posting as required by law, this ordinance will become effective July 1, 2009.

PASSED AND APPROVED by a majority vote of the Town Council of Camp Verde, Arizona, this 27th day of May 2009.

Tony Gioia, Mayor

Date: _____

Approved as to Form:

Attest:

Deborah Barber, Town Clerk

Attorney

Effective _____

Publish _____ & _____

Posted by _____ Date/Time: _____

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#10



**TOWN OF CAMP VERDE
AGENDA ACTION FORM**

Meeting Type: Regular **Meeting Date:** May 27, 2009 **Type of Presentation:** Verbal

Reference Document:

Resolution

Agenda Title: (Be Exact):

Discussion, consideration and possible approval of Resolution 2009-769 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring as public record that certain document filed with the Town Clerk and entitled "Town of Camp Verde Administrative Building Code Chapter 7 - Building, Article 7-1, Section 7-1-101 of the Town of Camp Verde Code" of the Town of Camp Verde, Arizona.

Purpose and Background Information:

Most of the currently adopted 2003 ICC Codes have administrative guidelines but not all read the same , leaving staff with several interpretations of how to administer the codes. Upon recommendation from our Building Consultant, Stantec, the decision to create the Administrative Building Code was based on the following: 1.) The advantage of utilizing one tool in which to administer the codes; 2.) Guidelines to apply in the enforcement of vacant or dilapidated buildings, if the Town chooses to do so, but is not required; and 3.) To address common building permit questions including, permit validity and permit extensions, etc. In most cases, when municipalities are adopting new versions of the Building Codes, amending the codes to fit the communities needs, is common practice.

Staff Recommendation(s): (Suggested Motion)

Staff is recommending Council approve Resolution 2009-769 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring as public record that certain document filed with the Town Clerk and entitled "Town of Camp Verde Administrative Building Code Chapter 7 - Building, Article 7-1, Section 7-1-101 of the Town of Camp Verde Code" of the Town of Camp Verde, Arizona.

Comments:

None

Fund: N/A **Line Item:** Attorney Reviewed Yes No N/A

Comments from Attorney:

NA

Submitting Department: Building Dept **Contact Person:** Nancy Buckel

RESOLUTION NO. 2009-769

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "TOWN OF CAMP VERDE ADMINISTRATIVE BUILDING CODE CHAPTER 7 - BUILDING, ARTICLE 7-1, SECTION 7-1-101 OF THE TOWN OF CAMP VERDE CODE" OF THE TOWN OF CAMP VERDE, ARIZONA.

THAT certain document entitled "TOWN OF CAMP VERDE ADMINISTRATIVE BUILDING CODE CHAPTER 7 – BUILDING, ARTICLE 7-1, SECTION 7-1-101 OF THE TOWN OF CAMP VERDE CODE" OF THE TOWN OF CAMP VERDE, ARIZONA, three copies of which are on file in the office of Community Development, is hereby declared to be a public record, and said copies are ordered to remain on file for distribution to the public.

PASSED AND ADOPTED BY THE Mayor and Council of the Town of Camp Verde, Arizona, this _____ day of _____, 2009.

Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney

CHAPTER 7
BUILDING
Article 7-1
ADOPTION OF THE 2006 INTERNATIONAL CODE COUNCIL CODES, (ICC)
AND RELATED PUBLIC CODES

18. TOWN OF CAMP VERDE ADMINISTRATIVE BUILDING CODE

SECTION 7-1-101 ADMINISTRATIVE BUILDING CODE

7-1-101 GENERAL

7-1-102 APPLICABILITY

7-1-103 DUTIES AND POWERS OF BUILDING OFFICIAL

7-1-104 PERMITS

7-1-105 CONSTRUCTION DOCUMENTS

7-1-106 INSPECTIONS

7-1-107 CERTIFICATE OF OCCUPANCY AND FINAL APPROVALS

7-1-108 UNSAFE STRUCTURES AND EQUIPMENT

7-1-109 VIOLATIONS

7-1-110 BOARD OF APPEALS

7-1-111 FEES

7-1-101 GENERAL

7-1-101.1 TITLE. THESE PROVISIONS SHALL BE KNOWN AS THE "TOWN OF CAMP VERDE ADMINISTRATIVE BUILDING CODE," MAY BE CITED AS SUCH, AND WILL BE REFERRED TO HEREIN, AS "THIS CHAPTER."

7-1-101.2 SCOPE. THE PROVISIONS OF THIS CHAPTER SHALL SERVE AS THE ADMINISTRATIVE, ORGANIZATIONAL AND ENFORCEMENT RULES AND REGULATIONS FOR THE TECHNICAL CODES WHICH REGULATE SITE PREPARATION AND CONSTRUCTION, ALTERATION, MOVEMENT, ENLARGEMENT, REPLACEMENT, DEMOLITION, REPAIR, MAINTENANCE, USE AND OCCUPANCY OF BUILDINGS, STRUCTURES AND BUILDING SERVICE EQUIPMENT OR APPURTENANCES ATTACHED THERETO WITHIN THE TOWN OF CAMP VERDE, ARIZONA.

EXCEPTIONS: THE PROVISIONS OF THIS CHAPTER AND THE TECHNICAL CODES SHALL NOT APPLY TO ANY OF THE FOLLOWING:

- 1. AMUSEMENT DEVICES AND STRUCTURES, INCLUDING MERRY-GO-ROUNDS, FERRIS-WHEELS, ROTATING CONVEYANCES, SLIDES, SIMILAR DEVICES AND ACCESSORY STRUCTURES WHOSE USE IS NECESSARY FOR THE OPERATION OF SUCH AMUSEMENT DEVICES AND STRUCTURES; ANY ACCESSORY STRUCTURE INCLUDED IN THE PROVISIONS OF THIS SUB-SECTION SHALL BE LIMITED TO A COVER OR ROOF OVER EACH DEVICE, BUT SHALL NOT INCLUDE ANY STORAGE BUILDING OR DETACHED STRUCTURE WHICH IS NOT AN INTEGRAL PART OF THE DEVICE.**
- 2. TANKS OR BASINS, WITHOUT A BUILDING ABOVE, BUILT BELOW GRADE, WHICH IS A PART OF THE TOWN WATER OR SEWAGE TREATMENT PROCESS. STORAGE TANKS RESTING IN OR UPON THE GROUND AND INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF THE INTERNATIONAL BUILDING CODE.**
- 3. WORKS OF ART NOT OVER 6 FEET (1829 MM) IN HEIGHT AND THEIR FOUNDATION AND SUPPORTING STRUCTURE, PROVIDED THAT NO PART OF WHICH IS INTENDED TO BE OCCUPIED OR USED AS SHELTER.**
- 4. PORTABLE LP-GAS EQUIPMENT OF ALL TYPES NOT CONNECTED TO A FIXED FUEL PIPING SYSTEM.**
- 5. EXCEPT AS PROVIDED IN SECTION 401.1.1 INTERNATIONAL FUEL GAS CODE (IFGC), GAS PIPING, METERS, GAS PRESSURE REGULATORS AND OTHER APPURTENANCES USED BY THE SERVING GAS UTILITY SUPPLIER IN THE DISTRIBUTION OF GAS, OTHER THAN LP-GAS.**
- 6. FEDERAL DEVELOPMENT ON FEDERAL LAND.**

7-1-101.3 INTENT. THE PURPOSE OF THE TECHNICAL CODES IS TO ESTABLISH THE MINIMUM REQUIREMENTS TO SAFEGUARD THE PUBLIC HEALTH, SAFETY AND GENERAL WELFARE THROUGH STRUCTURAL STRENGTH, MEANS OF EGRESS FACILITIES, STABILITY, SANITATION, ADEQUATE LIGHT AND VENTILATION, AND SAFETY TO LIFE AND PROPERTY FROM FIRE AND OTHER HAZARDS ATTRIBUTED TO THE BUILT ENVIRONMENT AND TO PROVIDE SAFETY TO FIRE FIGHTERS AND EMERGENCY RESPONDERS DURING EMERGENCY OPERATIONS.

7-1-101.4 TECHNICAL CODES. THE TECHNICAL CODES SHALL INCLUDE ALL OF THE FOLLOWING CODES APPLIED AS INDICATED, PLUS THE CODES AND STANDARDS REFERENCED IN THE TECHNICAL CODES SHALL BE

CONSIDERED PART OF THE REQUIREMENTS OF THE TECHNICAL CODES TO THE PRESCRIBED EXTENT OF EACH SUCH REFERENCE.

7-1-101.4.1 BUILDING CODE. THE PROVISIONS OF THE INTERNATIONAL BUILDING CODE AND AMENDMENTS THERETO SHALL APPLY TO THE CONSTRUCTION, ALTERATION, MOVEMENT, ENLARGEMENT, REPLACEMENT, REPAIR, EQUIPMENT, USE AND OCCUPANCY, LOCATION, REMOVAL AND DEMOLITION OF EVERY BUILDING OR STRUCTURE OR ANY APPURTENANCES CONNECTED OR ATTACHED TO SUCH BUILDINGS OR STRUCTURES.

EXCEPTIONS:

- A. DETACHED ONE- AND TWO-FAMILY DWELLINGS AND MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES) NOT MORE THAN THREE STORIES ABOVE GRADE PLANE IN HEIGHT WITH SEPARATE MEANS OF EGRESS AND THEIR ACCESSORY STRUCTURES SHALL COMPLY WITH THE INTERNATIONAL RESIDENTIAL CODE.**
- B. EXISTING BUILDINGS UNDERGOING REPAIR, ALTERATION OR ADDITIONS AND CHANGE OF OCCUPANCY SHALL BE PERMITTED TO COMPLY WITH THE INTERNATIONAL EXISTING BUILDING CODE.**

7-1-101.4.2 RESIDENTIAL CODE. THE PROVISIONS OF THE INTERNATIONAL RESIDENTIAL CODE SHALL APPLY TO THE CONSTRUCTION, ALTERATION, MOVEMENT, ENLARGEMENT, REPLACEMENT, REPAIR, EQUIPMENT, USE AND OCCUPANCY, LOCATION, REMOVAL AND DEMOLITION OF DETACHED ONE- AND TWO-FAMILY DWELLINGS AND MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES) NOT MORE THAN THREE STORIES ABOVE GRADE PLANE IN HEIGHT WITH SEPARATE MEANS OF EGRESS AND THEIR ACCESSORY STRUCTURES.

EXCEPTIONS: EXISTING BUILDINGS UNDERGOING REPAIR, ALTERATION OR ADDITIONS AND CHANGE OF OCCUPANCY SHALL BE PERMITTED TO COMPLY WITH THE INTERNATIONAL EXISTING BUILDING CODE.

7-1-101.4.3 ELECTRICAL CODE. THE PROVISIONS OF THE NATIONAL ELECTRICAL CODE SHALL APPLY TO THE INSTALLATION OF ELECTRICAL SYSTEMS, INCLUDING ALTERATIONS, REPAIRS, REPLACEMENT, EQUIPMENT, APPLIANCES, FIXTURES, FITTINGS AND APPURTENANCES THERETO.

EXCEPTION: ELECTRICAL WORK FOR DETACHED ONE- AND TWO-FAMILY DWELLINGS AND MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES) NOT MORE THAN THREE STORIES ABOVE GRADE

PLANE IN HEIGHT WITH SEPARATE MEANS OF EGRESS AND THEIR ACCESSORY STRUCTURES SHALL COMPLY WITH THE INTERNATIONAL RESIDENTIAL CODE.

7-1-101.4.4 PLUMBING CODE. THE PROVISIONS OF THE INTERNATIONAL PLUMBING CODE SHALL APPLY TO THE INSTALLATION, ALTERATION, REPAIR, REPLACEMENT AND MAINTENANCE OF PLUMBING SYSTEMS, INCLUDING EQUIPMENT, APPLIANCES, FIXTURES, FITTINGS AND APPURTENANCES, AND WHERE CONNECTED TO A WATER OR SEWAGE SYSTEM AND ALL ASPECTS OF A MEDICAL GAS SYSTEM.

EXCEPTIONS:

- A. PLUMBING WORK FOR DETACHED ONE- AND TWO-FAMILY DWELLINGS AND MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES) NOT MORE THAN THREE STORIES ABOVE GRADE PLANE IN HEIGHT WITH SEPARATE MEANS OF EGRESS AND THEIR ACCESSORY STRUCTURES SHALL COMPLY WITH THE INTERNATIONAL RESIDENTIAL CODE.**
- B. PLUMBING SYSTEMS IN EXISTING BUILDINGS UNDERGOING REPAIR, ALTERATION OR ADDITIONS AND CHANGE OF OCCUPANCY SHALL BE PERMITTED TO COMPLY WITH THE INTERNATIONAL EXISTING BUILDING CODE.**

7-1-101.4.5 MECHANICAL CODE. THE PROVISIONS OF THE INTERNATIONAL MECHANICAL CODE SHALL APPLY TO THE INSTALLATION, ALTERATIONS, REPAIRS AND REPLACEMENT OF MECHANICAL SYSTEMS, INCLUDING EQUIPMENT, APPLIANCES, FIXTURES, FITTINGS AND/OR APPURTENANCES, INCLUDING VENTILATING, HEATING, COOLING, AIR-CONDITIONING AND REFRIGERATION SYSTEMS, INCINERATORS AND OTHER ENERGY-RELATED SYSTEMS.

EXCEPTIONS:

- A. MECHANICAL WORK FOR DETACHED ONE- AND TWO-FAMILY DWELLINGS AND MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES) NOT MORE THAN THREE STORIES ABOVE GRADE PLANE IN HEIGHT WITH SEPARATE MEANS OF EGRESS AND THEIR ACCESSORY STRUCTURES SHALL COMPLY WITH THE INTERNATIONAL RESIDENTIAL CODE.**
- B. MECHANICAL SYSTEMS IN EXISTING BUILDINGS UNDERGOING REPAIR, ALTERATION OR ADDITIONS AND**

CHANGE OF OCCUPANCY SHALL BE PERMITTED TO COMPLY WITH THE INTERNATIONAL EXISTING BUILDING CODE.

7-1-101.4.6 FUEL GAS CODE. THE PROVISIONS OF THE INTERNATIONAL FUEL GAS CODE SHALL APPLY TO THE INSTALLATION OF GAS PIPING FROM THE POINT OF DELIVERY, GAS APPLIANCES AND RELATED ACCESSORIES. THESE REQUIREMENTS APPLY TO GAS PIPING SYSTEMS EXTENDING FROM THE POINT OF DELIVERY TO THE INLET CONNECTIONS OF APPLIANCES AND THE INSTALLATION AND OPERATION OF RESIDENTIAL AND COMMERCIAL GAS APPLIANCES AND RELATED ACCESSORIES.

EXCEPTIONS:

- 1. FUEL GAS WORK FOR DETACHED ONE- AND TWO-FAMILY DWELLINGS AND MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES) NOT MORE THAN THREE STORIES ABOVE GRADE PLANE IN HEIGHT WITH SEPARATE MEANS OF EGRESS AND THEIR ACCESSORY STRUCTURES SHALL COMPLY WITH THE INTERNATIONAL RESIDENTIAL CODE.**
- 2. FUEL-GAS PIPING SYSTEMS, FUEL-GAS UTILIZATION EQUIPMENT AND RELATED ACCESSORIES ON EXISTING BUILDINGS UNDERGOING REPAIR, ALTERATION OR ADDITIONS AND CHANGE OF OCCUPANCY SHALL BE PERMITTED TO COMPLY WITH THE INTERNATIONAL EXISTING BUILDING CODE.**
- 3. THE INTERNATIONAL MECHANICAL CODE SHALL REGULATE THE DESIGN, INSTALLATION, MAINTENANCE, ALTERATION AND INSPECTION OF MECHANICAL SYSTEMS OPERATING WITH FUELS OTHER THAN FUEL GAS.**

7-1-101.4.7 EXISTING BUILDING CODE. THE PROVISIONS OF THE INTERNATIONAL EXISTING BUILDING CODE SHALL BE PERMITTED TO APPLY TO EXISTING BUILDINGS UNDERGOING REPAIR, ALTERATION, ADDITION, RELOCATION, AND CHANGE OF OCCUPANCY.

EXCEPTION: A BUILDING OR PORTION OF A BUILDING NOT PREVIOUSLY OCCUPIED, USED FOR ITS INTENDED PURPOSE, OR FOR WHICH A CERTIFICATE OF OCCUPANCY HAS NOT BEEN ISSUED SHALL COMPLY WITH THE TECHNICAL CODES FOR NEW CONSTRUCTION.

7-1-101.4.8 ENERGY CONSERVATION CODE. THE PROVISIONS OF THE INTERNATIONAL ENERGY CONSERVATION CODE SHALL APPLY TO THE

CONSTRUCTION, ALTERATION, MOVEMENT, ENLARGEMENT, REPLACEMENT, REPAIR, EQUIPMENT, USE AND OCCUPANCY, LOCATION, REMOVAL AND DEMOLITION OF EVERY BUILDING OR STRUCTURE OR ANY APPURTENANCES CONNECTED OR ATTACHED TO SUCH BUILDINGS OR STRUCTURES.

7-1-101.5 APPENDICES. PROVISIONS IN THE APPENDICES OF THE TECHNICAL CODES SHALL NOT APPLY UNLESS SPECIFICALLY ADOPTED.

7-1-101.6 DEFINITIONS. UNLESS OTHERWISE EXPRESSLY STATED, THE FOLLOWING WORDS AND TERMS SHALL HAVE THE MEANINGS AS SHOWN IN THIS CHAPTER. DEFINITIONS LOCATED IN THE TECHNICAL CODES ARE HEREBY INCORPORATED INTO THIS CHAPTER.

BUILDING – ANY STRUCTURE USED OR INTENDED FOR SUPPORTING OR SHELTERING ANY USE OR OCCUPANCY.

BUILDING, EXISTING – A BUILDING ERECTED PRIOR TO THE ADOPTION OF THIS CHAPTER OR ONE FOR WHICH A LEGAL CERTIFICATE OF OCCUPANCY HAS BEEN ISSUED FOR AT LEAST ONE YEAR.

BUILDING OFFICIAL - THE OFFICER OR OTHER DESIGNATED AUTHORITY CHARGED WITH THE ADMINISTRATION AND ENFORCEMENT OF THIS CHAPTER AND THE TECHNICAL CODES, OR A REGULARLY AUTHORIZED DEPUTY OR OTHER DESIGNEE. WHEN THE TERM OR TITLE ADMINISTRATIVE AUTHORITY, BUILDING OFFICIAL, BUILDING INSPECTOR, CODE OFFICIAL, GAS INSPECTOR, PLUMBING INSPECTOR, MECHANICAL INSPECTOR OR OTHER SIMILAR DESIGNATION IS USED IN THIS CHAPTER OR IN ANY OF THE TECHNICAL CODES, IT SHALL BE CONSTRUED TO MEAN THE BUILDING OFFICIAL.

BUILDING SERVICE EQUIPMENT – THE PLUMBING, MECHANICAL, ELECTRICAL AND ELEVATOR EQUIPMENT INCLUDING PIPING, WIRING, FIXTURES AND OTHER ACCESSORIES WHICH PROVIDE SANITATION, LIGHTING, HEATING, VENTILATION, COOLING, REFRIGERATION, FIRE-FIGHTING AND TRANSPORTATION FACILITIES ESSENTIAL TO THE OCCUPANCY OF THE BUILDING OR STRUCTURE FOR ITS DESIGNATED USE.

JURISDICTION – THE TOWN OF CAMP VERDE, ARIZONA.

OWNER – THE PERSON, AGENT, FIRM OR CORPORATION WITH LEGAL OR EQUITABLE INTEREST IN A PROPERTY.

PERMIT – THE OFFICIAL DOCUMENT ISSUED BY THE BUILDING OFFICIAL AUTHORIZING PERFORMANCE OF A SPECIFIED, LEGAL ACTIVITY.

SHALL – AS USED IN THIS CHAPTER AND THE TECHNICAL CODES IS MANDATORY.

SECTION 7-1-102 APPLICABILITY

7-1-102.1 GENERAL. THIS CHAPTER AND THE TECHNICAL CODES SHALL APPLY TO, AND SHALL GOVERN, PERMIT APPLICATIONS RECEIVED ON OR AFTER THE EFFECTIVE DATE OF THE ORDINANCE, EXCEPT THE PROJECT OWNER, AT THEIR DISCRETION AND PRIOR TO JULY 1, 2009, MAY REQUEST SUCH PROJECT BE DESIGNED AND CONSTRUCTED UNDER THE REQUIREMENTS OF THE ADMINISTRATIVE BUILDING CODE AND BUILDING CODES OF THE TOWN OF CAMP VERDE IN EFFECT ON MARCH 3, 2004.

7-1-102.2 CONFLICTING PROVISIONS. WHEN CONFLICTING PROVISIONS OR REQUIREMENTS OCCUR BETWEEN THIS CHAPTER, THE TECHNICAL CODES AND OTHER CODES OR LAWS, THE MOST RESTRICTIVE PROVISIONS SHALL GOVERN. WHEN CONFLICTS OCCUR BETWEEN THE TECHNICAL CODES, THOSE PROVISIONS PROVIDING THE GREATER SAFETY TO LIFE AS DETERMINED BY THE BUILDING OFFICIAL SHALL GOVERN.

IN OTHER CONFLICTS WHERE SANITATION, LIFE SAFETY OR FIRE SAFETY ARE NOT INVOLVED, THE MOST RESTRICTIVE PROVISIONS SHALL GOVERN. WHERE IN A SPECIFIC CASE DIFFERENT SECTIONS OF THE TECHNICAL CODES SPECIFY DIFFERENT MATERIALS, METHODS OF CONSTRUCTION OR OTHER REQUIREMENTS, THE MOST RESTRICTIVE SHALL GOVERN. WHEN THERE IS A CONFLICT BETWEEN A GENERAL REQUIREMENT AND A SPECIFIC REQUIREMENT, THE SPECIFIC REQUIREMENT SHALL BE APPLICABLE.

7-1-102.3 OTHER LAWS. THE PROVISIONS OF THIS CHAPTER AND THE TECHNICAL CODES SHALL NOT BE DEEMED TO NULLIFY ANY PROVISIONS OF THE TOWN OF CAMP VERDE CODE, STATE OR FEDERAL LAWS.

7-1-102.4 APPLICATION OF REFERENCES. REFERENCES TO CHAPTER OR SECTION NUMBERS, OR TO PROVISIONS NOT SPECIFICALLY IDENTIFIED BY NUMBER, SHALL BE CONSTRUED TO REFER TO SUCH CHAPTER, SECTION OR PROVISION OF THIS CHAPTER OR THE TECHNICAL CODES.

7-1-102.5 REFERENCED CODES AND STANDARDS. THE CODES AND STANDARDS REFERENCED IN THIS CHAPTER OR THE TECHNICAL CODES SHALL BE CONSIDERED PART OF THE REQUIREMENTS OF THIS CHAPTER AND THE TECHNICAL CODES TO THE PRESCRIBED EXTENT OF EACH REFERENCE. WHERE DIFFERENCES OCCUR BETWEEN PROVISIONS OF THIS CHAPTER OR THE TECHNICAL CODES AND THE REFERENCED CODES AND

STANDARDS, THE PROVISIONS OF THIS CHAPTER AND THE TECHNICAL CODES SHALL APPLY.

EXCEPTION: WHERE ENFORCEMENT OF A CODE PROVISION WOULD VIOLATE THE CONDITIONS OF THE LISTED EQUIPMENT OR APPLIANCE, THE CONDITION OF THE LISTING AND MANUFACTURER'S INSTRUCTIONS SHALL APPLY.

7-1-102.6 INTERNATIONAL CODES REFERENCES. WITHIN THE TECHNICAL CODES AND THE REFERENCED CODES AND STANDARDS THEREIN, SPECIFIC REFERENCES TO THE FOLLOWING INTERNATIONAL CODES SHALL BE DEEMED AND INTERPRETED TO MEAN THE SPECIFIC TOWN OF CAMP VERDE CODES AS LISTED HEREIN:

- 1. INTERNATIONAL BUILDING CODE**
- 2. INTERNATIONAL RESIDENTIAL CODE**
- 3. NATIONAL ELECTRICAL CODE**
- 4. INTERNATIONAL PLUMBING CODE**
- 5. INTERNATIONAL MECHANICAL CODE**
- 6. INTERNATIONAL FUEL GAS CODE**
- 7. INTERNATIONAL EXISTING BUILDING CODE**
- 8. INTERNATIONAL ENERGY CONSERVATION CODE**

7-1-102.7 PARTIAL INVALIDITY. IN THE EVENT ANY PART OR PROVISION OF THIS CHAPTER OR THE TECHNICAL CODES IS HELD TO BE INVALID, ILLEGAL, UNCONSTITUTIONAL OR VOID, SUCH RULING SHALL NOT AFFECT THE VALIDITY OF THE REMAINING PORTIONS OF THIS CHAPTER OR THE TECHNICAL CODES.

7-1-102.8 ADDITIONS, ALTERATIONS AND REPAIRS. ADDITIONS, ALTERATIONS OR REPAIRS MAY BE MADE TO A BUILDING OR ITS BUILDING SERVICE EQUIPMENT WITHOUT REQUIRING THE EXISTING BUILDING OR ITS BUILDING SERVICE EQUIPMENT TO COMPLY WITH ALL THE REQUIREMENTS OF THIS CHAPTER AND THE TECHNICAL CODES, PROVIDED THE ADDITION, ALTERATION OR REPAIR CONFORMS TO THE REQUIREMENTS FOR A NEW BUILDING OR BUILDING SERVICE EQUIPMENT. REFER TO SECTION 7-1-101.4.7, FOR ADDITIONAL OPTIONS GOVERNING ADDITIONS, ALTERATIONS AND REPAIRS.

7-1-102.9 EXISTING BUILDINGS OR STRUCTURES. THE LEGAL OCCUPANCY OF ANY BUILDING OR STRUCTURE EXISTING ON THE DATE OF THE ADOPTION OF THIS CHAPTER SHALL BE PERMITTED TO CONTINUE WITHOUT CHANGE, PROVIDED SUCH CONTINUED USE IS NOT DANGEROUS TO LIFE, HEALTH AND SAFETY AS DETERMINED BY THE BUILDING OFFICIAL.

7-1-102.10 MAINTENANCE. BUILDINGS, STRUCTURES AND BUILDING SERVICE EQUIPMENT, EXISTING AND NEW, AND PARTS THEREOF SHALL BE MAINTAINED IN A SAFE AND SANITARY CONDITION. DEVICES OR SAFEGUARDS, REQUIRED BY THE TECHNICAL CODES, SHALL BE MAINTAINED IN CONFORMANCE WITH THE TECHNICAL CODE UNDER WHICH INSTALLED. THE OWNER OR THE OWNER'S DESIGNATED AGENT SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF BUILDING STRUCTURES AND THEIR BUILDING SERVICE EQUIPMENT. TO DETERMINE COMPLIANCE WITH THIS SECTION, THE BUILDING OFFICIAL MAY CAUSE A STRUCTURE TO BE RE-INSPECTED.

7-1-102.11 MOVED BUILDINGS. BUILDINGS, STRUCTURES AND THEIR BUILDING SERVICE EQUIPMENT MOVED INTO OR WITHIN THIS JURISDICTION SHALL COMPLY WITH THE PROVISIONS OF THE TECHNICAL CODES FOR NEW BUILDINGS OR STRUCTURES AND THEIR BUILDING SERVICE EQUIPMENT.

7-1-102.12 HISTORIC BUILDINGS. REPAIRS, ALTERATIONS AND ADDITIONS NECESSARY FOR THE PRESERVATION, RESTORATION, REHABILITATION OR CONTINUED USE OF A BUILDING, STRUCTURE, OR ITS BUILDING SERVICE EQUIPMENT MAY BE MADE WITHOUT CONFORMING TO THE REQUIREMENTS OF THE TECHNICAL CODES WHEN AUTHORIZED BY THE BUILDING OFFICIAL PROVIDED:

- 1. THE BUILDING OR STRUCTURE HAS BEEN DESIGNATED BY OFFICIAL ACTION OF THE LEGALLY CONSTITUTED AUTHORITY AS HAVING SPECIAL HISTORICAL OR ARCHITECTURAL SIGNIFICANCE, AND**
- 2. UNSAFE CONDITIONS AS DESCRIBED IN THIS CHAPTER ARE CORRECTED, AND**
- 3. THE RESTORED BUILDING OR STRUCTURE AND ITS BUILDING SERVICE EQUIPMENT WILL BE NO MORE HAZARDOUS BASED ON LIFE SAFETY, FIRE-SAFETY AND SANITATION THAN THE EXISTING BUILDING AS DETERMINED BY THE BUILDING OFFICIAL.**

EXCEPTION: REPAIRS, ALTERATIONS AND ADDITIONS NECESSARY FOR THE PRESERVATION, RESTORATION, REHABILITATION OR CONTINUED USE OF A BUILDING, STRUCTURE, OR ITS BUILDING SERVICE EQUIPMENT SHALL BE PERMITTED TO COMPLY WITH THE PROVISIONS OF THE INTERNATIONAL EXISTING BUILDING CODE.

SECTION 7-1-103 DUTIES AND POWERS OF BUILDING OFFICIAL

7-1-103.1 GENERAL. THERE IS HEREBY ESTABLISHED A CODE ENFORCEMENT AGENCY OF THE COMMUNITY DEVELOPMENT DEPARTMENT OF THE TOWN OF

CAMP VERDE KNOWN AS THE BUILDING DIVISION UNDER THE ADMINISTRATIVE AND OPERATIONAL CHARGE OF THE BUILDING OFFICIAL.

7-1-103.2 DUTIES AND POWERS. THE BUILDING OFFICIAL IS HEREBY AUTHORIZED AND DIRECTED TO ENFORCE THE PROVISIONS OF THIS CHAPTER AND TECHNICAL CODES. THE BUILDING OFFICIAL SHALL HAVE THE AUTHORITY TO RENDER INTERPRETATIONS OF THIS CHAPTER AND THE TECHNICAL CODES AND TO ADOPT POLICIES AND PROCEDURES IN ORDER TO CLARIFY THE APPLICATION OF THEIR PROVISIONS. SUCH INTERPRETATIONS, POLICIES AND PROCEDURES SHALL BE IN COMPLIANCE WITH THE INTENT AND PURPOSE OF THIS CHAPTER AND THE TECHNICAL CODES. SUCH POLICIES AND PROCEDURES SHALL NOT HAVE THE EFFECT OF WAIVING REQUIREMENTS SPECIFICALLY PROVIDED FOR IN THIS CHAPTER OR THE TECHNICAL CODES.

7-1-103.3 DEPUTIES. IN ACCORDANCE WITH ANY APPLICABLE TOWN PROCEDURES, AND WITH THE CONCURRENCE OF THE COMMUNITY DEVELOPMENT DIRECTOR, THE BUILDING OFFICIAL SHALL HAVE THE AUTHORITY TO APPOINT TECHNICAL OFFICERS, INSPECTORS, PLAN EXAMINERS AND OTHER EMPLOYEES. SUCH EMPLOYEES SHALL HAVE POWERS AS DELEGATED BY THE BUILDING OFFICIAL.

7-1-103.4 APPLICATIONS AND PERMITS. THE BUILDING OFFICIAL SHALL RECEIVE APPLICATIONS, REVIEW CONSTRUCTION DOCUMENTS AND ISSUE PERMITS FOR THE ERECTION, AND ALTERATION, DEMOLITION AND MOVING OF BUILDINGS, STRUCTURES, AND BUILDING SERVICE EQUIPMENT, INSPECT THE PREMISES WHERE SUCH PERMITS HAVE BEEN ISSUED AND ENFORCE COMPLIANCE WITH THE PROVISIONS OF THIS CHAPTER AND THE TECHNICAL CODES.

7-1-103.5 NOTICES AND ORDERS. THE BUILDING OFFICIAL SHALL ISSUE ALL NECESSARY NOTICES OR ORDERS TO ENSURE COMPLIANCE WITH THIS CHAPTER AND THE TECHNICAL CODES.

7-1-103.6 INSPECTIONS. THE BUILDING OFFICIAL SHALL MAKE ALL OF THE REQUIRED INSPECTIONS, OR THE BUILDING OFFICIAL SHALL HAVE THE AUTHORITY TO ACCEPT REPORTS OF INSPECTION BY APPROVED AGENCIES OR INDIVIDUALS. REPORTS OF SUCH INSPECTIONS SHALL BE IN WRITING AND BE CERTIFIED BY A RESPONSIBLE OFFICER OF SUCH APPROVED AGENCY OR BY THE RESPONSIBLE INDIVIDUAL. THE BUILDING OFFICIAL IS AUTHORIZED TO ENGAGE SUCH EXPERT OPINION AS DEEMED NECESSARY TO REPORT UPON UNUSUAL TECHNICAL ISSUES THAT ARISE.

7-1-103.7 IDENTIFICATION. THE BUILDING OFFICIAL AND AUTHORIZED DEPUTIES SHALL CARRY PROPER IDENTIFICATION WHEN INSPECTING

STRUCTURES OR PREMISES OR OTHERWISE IN THE PERFORMANCE OF DUTIES UNDER THIS CHAPTER OR THE TECHNICAL CODES.

7-1-103.8 RIGHT OF ENTRY. WHERE IT IS NECESSARY TO MAKE AN INSPECTION TO ENFORCE THE PROVISIONS OF THIS CHAPTER OR THE TECHNICAL CODES, OR WHERE THE BUILDING OFFICIAL HAS REASONABLE CAUSE TO BELIEVE THERE EXISTS IN A STRUCTURE OR UPON A PREMISES A CONDITION CONTRARY TO OR IN VIOLATION OF THIS CHAPTER OR THE TECHNICAL CODES MAKING THE STRUCTURE OR PREMISES UNSAFE, DANGEROUS OR HAZARDOUS, THE BUILDING OFFICIAL IS AUTHORIZED TO ENTER THE STRUCTURE OR PREMISES AT REASONABLE TIMES TO INSPECT OR TO PERFORM THE DUTIES IMPOSED BY THIS CHAPTER OR THE TECHNICAL CODES, PROVIDED THAT IF SUCH STRUCTURE OR PREMISES BE OCCUPIED THAT CREDENTIALS BE PRESENTED TO THE OCCUPANT AND ENTRY REQUESTED. IF SUCH STRUCTURE OR PREMISES IS UNOCCUPIED, THE BUILDING OFFICIAL SHALL FIRST MAKE A REASONABLE EFFORT TO LOCATE THE OWNER OR OTHER PERSON HAVING CHARGE OR CONTROL OF THE STRUCTURE OR PREMISES AND REQUEST ENTRY. IF ENTRY IS REFUSED, THE BUILDING OFFICIAL SHALL HAVE RECOURSE TO THE REMEDIES PROVIDED BY LAW TO SECURE ENTRY.

7-1-103.9 DEPARTMENT RECORDS. THE BUILDING OFFICIAL SHALL KEEP OFFICIAL RECORDS OF APPLICATIONS RECEIVED, APPROVED PLANS, PERMITS AND CERTIFICATES ISSUED, FEES COLLECTED, REPORTS OF INSPECTIONS, AND NOTICES AND ORDERS ISSUED. SUCH RECORDS SHALL BE RETAINED IN THE OFFICIAL RECORDS FOR THE PERIOD REQUIRED FOR RETENTION BY STATE OR LOCAL LAW OR ORDINANCES.

7-1-103.10 LIABILITY. THE BUILDING OFFICIAL, MEMBERS OF THE BOARD OF APPEALS OR ANY EMPLOYEE CHARGED WITH THE ENFORCEMENT OF THIS CHAPTER OR TECHNICAL CODES, WHILE ACTING FOR THE JURISDICTION IN GOOD FAITH AND WITHOUT MALICE IN THE DISCHARGE OF THE DUTIES REQUIRED BY THIS CHAPTER, TECHNICAL CODES OR OTHER PERTINENT LAW OR ORDINANCE, SHALL NOT THEREBY BE RENDERED LIABLE PERSONALLY AND IS HEREBY RELIEVED FROM PERSONAL LIABILITY FOR ANY DAMAGE ACCRUING TO PERSONS OR PROPERTY AS A RESULT OF ANY ACT OR BY REASON OF AN ACT OR OMISSION IN THE DISCHARGE OF OFFICIAL DUTIES. ANY SUIT INSTITUTED AGAINST AN OFFICER OR EMPLOYEE IN THE LAWFUL DISCHARGE OF DUTIES AND UNDER THE PROVISIONS OF THIS LEGAL REPRESENTATIVE OF THE JURISDICTION SHALL DEFEND CHAPTER OR TECHNICAL CODES UNTIL THE FINAL TERMINATION OF THE PROCEEDINGS. THE BUILDING OFFICIAL OR ANY SUBORDINATE SHALL NOT BE LIABLE FOR COST IN ANY ACTION; SUIT OR PRECEDING THAT IS INSTITUTED IN PURSUANCE OF THE PROVISIONS OF THIS CHAPTER OR TECHNICAL CODES.

7-1-103.11 APPROVED MATERIALS AND EQUIPMENT. MATERIALS, EQUIPMENT AND DEVICES APPROVED BY THE BUILDING OFFICIAL SHALL BE CONSTRUCTED AND INSTALLED IN ACCORDANCE WITH SUCH APPROVAL.

7-1-103.11.1 USED MATERIALS AND EQUIPMENT. THE USE OF USED MATERIALS MEETING THE REQUIREMENTS OF THIS CHAPTER OR THE TECHNICAL CODES FOR NEW MATERIALS IS PERMITTED. USED EQUIPMENT AND DEVICES SHALL NOT BE REUSED UNLESS APPROVED BY THE BUILDING OFFICIAL.

7-1-103.12 MODIFICATIONS. WHEREVER THERE ARE PRACTICAL DIFFICULTIES INVOLVED IN CARRYING OUT THE PROVISIONS OF THIS CHAPTER OR THE TECHNICAL CODES, THE BUILDING OFFICIAL SHALL HAVE THE AUTHORITY TO GRANT MODIFICATIONS FOR INDIVIDUAL CASES, UPON APPLICATION OF THE OWNER OR OWNER'S REPRESENTATIVE, PROVIDED THE BUILDING OFFICIAL SHALL FIRST FIND THAT SPECIAL INDIVIDUAL REASON MAKES THE STRICT LETTER OF THE CODES IMPRACTICAL AND THE MODIFICATION IS IN COMPLIANCE WITH THE INTENT AND PURPOSE OF THIS CHAPTER AND THE TECHNICAL CODES AND THAT SUCH MODIFICATION DOES NOT LESSEN HEALTH, ACCESSIBILITY, LIFE AND FIRE SAFETY, OR STRUCTURAL REQUIREMENTS. THE DETAILS OF ACTION GRANTING MODIFICATIONS SHALL BE RECORDED AND ENTERED IN THE FILES OF BUILDING DIVISION.

7-1-103.13 ALTERNATIVE MATERIALS, DESIGN AND METHODS OF CONSTRUCTION AND EQUIPMENT. THE PROVISIONS OF THIS CHAPTER AND THE TECHNICAL CODES ARE NOT INTENDED TO PREVENT THE INSTALLATION OF ANY MATERIAL OR TO PROHIBIT ANY DESIGN OR METHOD OF CONSTRUCTION NOT SPECIFICALLY PRESCRIBED BY THIS CHAPTER OR THE TECHNICAL CODES, PROVIDED ANY SUCH ALTERNATIVE IS APPROVED BY THE BUILDING OFFICIAL. AN ALTERNATIVE MATERIAL, DESIGN OR METHOD OF CONSTRUCTION MAY BE APPROVED WHERE THE BUILDING OFFICIAL FINDS THE PROPOSED DESIGN IS SATISFACTORY AND COMPLIES WITH THE INTENT OF THE PROVISIONS OF THIS CHAPTER AND THE TECHNICAL CODES, AND THE MATERIAL, METHOD OR WORK OFFERED IS, FOR THE PURPOSE INTENDED, AT LEAST THE EQUIVALENT OF THAT PRESCRIBED IN THIS CHAPTER AND THE TECHNICAL CODES IN QUALITY, STRENGTH, EFFECTIVENESS, FIRE RESISTANCE, DURABILITY AND SAFETY. RECORDS OF ALTERNATIVE MATERIALS, DESIGN AND METHODS OF CONSTRUCTION APPROVALS SHALL BE RECORDED AND ENTERED IN THE FILES OF THE BUILDING DIVISION.

7-1-103.13.1 RESEARCH REPORTS. SUPPORTING DATA, WHERE DEEMED NECESSARY TO ASSIST IN THE APPROVAL OF MATERIALS OR ASSEMBLIES NOT SPECIFICALLY PROVIDED FOR IN THIS CHAPTER OR THE TECHNICAL

CODES SHALL BE PROVIDED AND SHALL CONSIST OF VALID RESEARCH REPORTS FROM APPROVED SOURCES.

7-1-103.13.2 TESTS. WHENEVER THERE IS INSUFFICIENT EVIDENCE OF COMPLIANCE WITH THE PROVISIONS OF THIS CHAPTER OR THE TECHNICAL CODES, OR EVIDENCE A MATERIAL OR METHOD DOES NOT CONFORM TO THE REQUIREMENTS OF THIS CHAPTER OR THE TECHNICAL CODES, OR IN ORDER TO SUBSTANTIATE CLAIMS FOR ALTERNATIVE MATERIALS OR METHODS, THE BUILDING OFFICIAL SHALL HAVE THE AUTHORITY TO REQUIRE TESTS AS EVIDENCE OF COMPLIANCE TO BE MADE AT NO EXPENSE TO THE TOWN. TEST METHODS SHALL BE AS SPECIFIED IN THIS CHAPTER OR THE TECHNICAL CODES OR BY OTHER RECOGNIZED TEST STANDARDS. IN THE ABSENCE OF RECOGNIZED AND ACCEPTED TEST METHODS, THE BUILDING OFFICIAL MAY APPROVE THE TESTING PROCEDURES. TESTS SHALL BE PERFORMED BY AN APPROVED AGENCY. THE BUILDING OFFICIAL FOR THE PERIOD REQUIRED IN SECTION 7-1-103.9 OF THIS CHAPTER SHALL RETAIN REPORTS OF SUCH TESTS.

7-1-103.14 STOP WORK ORDERS. WHENEVER THE BUILDING OFFICIAL FINDS ANY WORK REGULATED BY THIS CHAPTER OR THE TECHNICAL CODES BEING PERFORMED IN A MANNER EITHER CONTRARY TO THE PROVISIONS OF THIS CHAPTER OR THE TECHNICAL CODES OR DANGEROUS OR UNSAFE, THE BUILDING OFFICIAL IS AUTHORIZED TO ISSUE A STOP WORK ORDER.

7-1-103.14.1 ISSUANCE. THE STOP WORK ORDER SHALL BE IN WRITING AND SHALL BE GIVEN TO THE OWNER OF THE PROPERTY INVOLVED, OR TO THE OWNER'S AGENT, OR TO THE PERSON DOING THE WORK. UPON ISSUANCE OF A STOP WORK ORDER, THE CITED WORK SHALL IMMEDIATELY CEASE. THE STOP WORK ORDER SHALL STATE THE REASON FOR THE ORDER, AND THE CONDITIONS UNDER WHICH THE CITED WORK WILL BE PERMITTED TO RESUME.

7-1-103.14.2 UNLAWFUL CONTINUANCE. ANY PERSON WHO SHALL CONTINUE ANY WORK AFTER HAVING BEEN SERVED WITH A STOP WORK ORDER, EXCEPT SUCH WORK AS THAT PERSON IS DIRECTED TO PERFORM TO REMOVE A VIOLATION OR UNSAFE CONDITION, SHALL BE SUBJECT TO PENALTIES AS PRESCRIBED BY THIS CHAPTER AND THE LAW.

7-1-103.14.3 APPEALS. ANY PERSON AGGRIEVED BY A STOP WORK ORDER ISSUED BY THE BUILDING OFFICIAL MAY APPEAL SUCH STOP WORK ORDER TO THE APPROPRIATE TECHNICAL CODES BOARD OF APPEALS IN ACCORDANCE WITH THE REQUIREMENTS OF THIS CHAPTER.

7-1-103.15 OCCUPANCY VIOLATIONS. WHEN A BUILDING OR STRUCTURE OR BUILDING SERVICE EQUIPMENT THEREIN REGULATED BY THIS CHAPTER AND

THE TECHNICAL CODES IS BEING USED CONTRARY TO THE PROVISIONS OF SUCH CODES, THE BUILDING OFFICIAL MAY ORDER SUCH USE DISCONTINUED BY WRITTEN NOTICE SERVED ON ANY PERSON CAUSING SUCH USE TO BE CONTINUED. SUCH PERSON SHALL, AFTER RECEIPT OF NOTICE, DISCONTINUE THE USE WITHIN THE TIME PRESCRIBED BY THE BUILDING OFFICIAL AND MAKE THE BUILDING, STRUCTURE, OR PORTION THEREOF, COMPLY WITH THE REQUIREMENTS OF SUCH CODES.

7-1-103.16 AUTHORITY TO DISCONNECT UTILITIES. THE BUILDING OFFICIAL SHALL HAVE THE AUTHORITY TO DISCONNECT A UTILITY SERVICE OR ENERGY SUPPLIED TO THE BUILDING, STRUCTURE OR BUILDING SERVICE EQUIPMENT THEREIN REGULATED BY THIS CHAPTER OR THE TECHNICAL CODES IN CASE OF EMERGENCY WHERE NECESSARY TO ELIMINATE AN IMMEDIATE HAZARD TO LIFE OR PROPERTY. THE BUILDING OFFICIAL SHALL WHENEVER POSSIBLE NOTIFY THE SERVING UTILITY, THE OWNER AND OCCUPANT OF THE BUILDING, STRUCTURE OR BUILDING SERVICE EQUIPMENT OF THE DECISION TO DISCONNECT PRIOR TO TAKING SUCH ACTION, AND SHALL NOTIFY SUCH SERVING UTILITY, OWNER AND OCCUPANT OF THE BUILDING, STRUCTURE OR BUILDING SERVICE EQUIPMENT, IN WRITING, OF SUCH DISCONNECTION IMMEDIATELY THEREAFTER.

7-1-103.17 AUTHORITY TO CONDEMN BUILDING SERVICE EQUIPMENT. WHEN THE BUILDING OFFICIAL DETERMINES THAT BUILDING SERVICE EQUIPMENT REGULATED IN THE TECHNICAL CODES HAS BECOME HAZARDOUS TO LIFE, HEALTH OR PROPERTY, OR HAS BECOME UNSANITARY, THE BUILDING OFFICIAL SHALL ORDER IN WRITING THAT SUCH EQUIPMENT EITHER BE REMOVED OR RESTORED TO A SAFE OR SANITARY CONDITION, AS APPROPRIATE. THE WRITTEN NOTICE SHALL FIX A TIME LIMIT FOR COMPLIANCE WITH SUCH ORDER. DEFECTIVE BUILDING SERVICE EQUIPMENT SHALL NOT BE USED, OPERATED OR MAINTAINED AFTER RECEIVING SUCH NOTICE.

7-1-103.17.1. WHEN SUCH EQUIPMENT OR INSTALLATION IS TO BE DISCONNECTED, A WRITTEN NOTICE OF SUCH DISCONNECTION AND CAUSES THEREFORE SHALL BE GIVEN WITHIN 24 HOURS TO THE SERVING UTILITY, THE OWNER AND OCCUPANT OF SUCH BUILDING, STRUCTURE OR PREMISES, UNLESS AN EMERGENCY EXIST UNDER SECTION 7-1-103.16 OF THIS CHAPTER.

7-1-103.17.2. WHEN ANY BUILDING SERVICE EQUIPMENT IS USED, OPERATED OR MAINTAINED IN VIOLATION OF THE TECHNICAL CODES AND IN VIOLATION OF A NOTICE ISSUED PURSUANT TO THE PROVISIONS OF THIS SECTION, THE INDIVIDUAL OR INDIVIDUALS RESPONSIBLE FOR CONTINUED USE, OPERATION OR MAINTENANCE SHALL BE SUBJECT TO THE PENALTIES DESCRIBED IN THIS CHAPTER AND THE BUILDING OFFICIAL SHALL INSTITUTE

APPROPRIATE ACTION TO PREVENT, RESTRAIN, CORRECT OR ABATE THE VIOLATION.

7-1-103.18 CONNECTION AFTER ORDER TO DISCONNECT. PERSONS SHALL NOT MAKE CONNECTIONS FROM AN ENERGY, FUEL OR POWER SUPPLY NOR SUPPLY ENERGY OR FUEL TO BUILDING SERVICE EQUIPMENT THAT HAS BEEN DISCONNECTED OR ORDERED TO BE DISCONNECTED OR THE USE HAS BEEN ORDERED TO BE DISCONTINUED BY THE BUILDING OFFICIAL UNTIL THE BUILDING OFFICIAL AUTHORIZES THE RECONNECTION AND USE OF SUCH EQUIPMENT.

SECTION 7-1-104 PERMITS

7-1-104.1 REQUIRED. ANY OWNER OR AUTHORIZED AGENT WHO INTENDS TO CONSTRUCT, ENLARGE, ALTER, REPAIR, MOVE, DEMOLISH, OR CHANGE THE OCCUPANCY OF A BUILDING OR STRUCTURE, OR TO ERECT, INSTALL, ENLARGE, ALTER, REPAIR, REMOVE, CONVERT OR REPLACE ANY ELECTRICAL, GAS, MECHANICAL OR PLUMBING SYSTEM, THE INSTALLATION OF WHICH IS REGULATED BY THIS CHAPTER OR THE TECHNICAL CODES, OR TO CAUSE SUCH WORK TO BE DONE, SHALL FIRST MAKE APPLICATION TO THE BUILDING OFFICIAL AND OBTAIN THE REQUIRED PERMIT OR PERMITS.

EXCEPTIONS:

- 1. FEDERAL DEVELOPMENTS ON FEDERAL OWN LAND.**
- 2. ANNUAL PERMIT HOLDER.**
- 3. CONSTRUCTION OR OPERATION INCIDENTAL TO CONSTRUCTION AND REPAIR TO IRRIGATION AND DRAINAGE DITCHES OR APPURTENANCES THERETO, OF REGULARLY CONSTITUTED DISTRICTS OR RECLAMATION DISTRICTS OR CLEARING OR OTHER WORK UPON LAND IN RURAL AREAS FOR FIRE PREVENTION PURPOSES.**
- 4. DEVICES USED IN MANUFACTURING, PROCESSING OR FABRICATING NORMALLY CONSIDERED AS INVOLVED IN INDUSTRY AND CONSTRUCTION OF NON-MANNED STRUCTURES FOR THE OPERATION AND MAINTENANCE OF ELECTRIC, GAS OR OTHER PUBLIC UTILITY SYSTEMS OPERATED BY PUBLIC SERVICE CORPORATIONS OPERATING UNDER A FRANCHISE OR CERTIFICATE OF CONVENIENCE AND NECESSITY.**

7-1-104.2 WORK EXEMPT FROM PERMIT. EXEMPTIONS FROM PERMIT REQUIREMENTS OF THIS CHAPTER SHALL NOT BE DEEMED TO GRANT AUTHORIZATION FOR ANY WORK TO BE DONE IN ANY MANNER IN VIOLATION

OF THE PROVISIONS OF THIS CHAPTER OR THE TECHNICAL CODES OR ANY OTHER LAWS OR ORDINANCES OF THE TOWN. PERMITS SHALL NOT BE REQUIRED FOR THE FOLLOWING:

7-1-104.2.1 BUILDING PERMITS. A BUILDING PERMIT SHALL NOT BE REQUIRED FOR THE FOLLOWING:

- A. ONE-STORY DETACHED ACCESSORY STRUCTURES ANCILLARY TO DETACHED ONE AND TWO FAMILY DWELLINGS USED AS TOOL AND STORAGE SHEDS, PLAYHOUSES AND SIMILAR USES, PROVIDED THE FLOOR AREA DOES NOT EXCEED 420 200 SQUARE FEET (~~41~~ 18.5 M² SQUARED).**
- B. FENCES NOT MORE THAN 6 FEET (1829 MM) HIGH.**
- C. OIL DERRICKS.**
- D. RETAINING WALLS WHICH ARE NOT OVER 4 FEET (914 MM) IN HEIGHT MEASURED FROM THE BOTTOM OF THE FOOTING TO THE TOP OF THE WALL, PROVIDED THE RETAINING WALL IS NOT SUPPORTING A SURCHARGE, IS NOT IMPOUNDING CLASS I, II OR III-A LIQUIDS.**
- E. WATER TANKS SUPPORTED DIRECTLY ON GRADE IF THE CAPACITY DOES NOT EXCEED 5,000 GALLONS (18925 L) AND THE RATIO OF HEIGHT TO DIAMETER OR WIDTH DOES NOT EXCEED 2 TO 1.**
- F. SIDEWALKS AND DRIVEWAYS NOT MORE THAN 30 INCHES (762 MM) ABOVE GRADE AND NOT OVER ANY BASEMENT OR STORY BELOW AND NOT PART OF AN ACCESSIBLE ROUTE.**
- G. PAINTING, PAPERING, TILING, CARPETING, CABINETS, COUNTER TOPS AND SIMILAR FINISH WORK.**
- H. TEMPORARY MOTION PICTURE, TELEVISION AND THEATER STAGE SETS AND SCENERY.**
- I. PREFABRICATED SWIMMING POOLS ACCESSORY TO DETACHED ONE- AND TWO-FAMILY DWELLINGS, WHICH ARE LESS THAN 24 INCHES (610 MM) DEEP, DO NOT EXCEED 5,000 GALLONS (18925 L) AND ARE INSTALLED ENTIRELY ABOVE GROUND (A PERMIT IS REQUIRED FOR THE REQUIRED POOL BARRIERS).**
- J. SWINGS AND OTHER PLAYGROUND EQUIPMENT.**

- K. WINDOW AWNINGS SUPPORTED BY AN EXTERIOR WALL PROJECTING NOT MORE THAT 54 INCHES (1372 MM) FROM THE EXTERIOR WALL, NO CLOSER THAN 3 FEET FROM A PROPERTY LINE, AND NOT REQUIRING ADDITIONAL SUPPORT IN DETACHED ONE- AND TWO-FAMILY DWELLINGS AND GROUP U OCCUPANCIES.**
- L. MOVABLE CASES, COUNTERS AND PARTITIONS NOT OVER 5 FEET 9 INCHES (1753 MM) IN HEIGHT.**
- M. REPLACEMENT ROOF COVERING PROVIDED THE REPLACEMENT ROOF COVERING CLASSIFICATION IS EQUAL TO OR GREATER THAN THE EXISTING ROOFING CLASSIFICATION AND DOES NOT INCREASE THE LOADS IMPOSED UPON THE ROOF STRUCTURAL FRAME.**

7-1-104.2.2 ELECTRICAL PERMITS. AN ELECTRICAL PERMIT SHALL NOT BE REQUIRED FOR THE FOLLOWING:

- A. MINOR REPAIR WORK, INCLUDING THE REPLACEMENT OF LAMPS OR THE CONNECTION OF APPROVED PORTABLE ELECTRICAL EQUIPMENT TO APPROVE PERMANENTLY INSTALLED RECEPTACLES.**
- B. THE PROVISIONS OF THIS CODE SHALL NOT APPLY TO ELECTRICAL EQUIPMENT USED FOR RADIO AND TELEVISION TRANSMISSIONS, BUT DO APPLY TO EQUIPMENT AND WIRING FOR A POWER SUPPLY AND THE INSTALLATIONS OF TOWERS AND ANTENNAS.**
- C. TEMPORARY DECORATIVE LIGHTING.**
- D. A PERMIT SHALL NOT BE REQUIRED FOR THE INSTALLATION OF ANY TEMPORARY SYSTEM REQUIRED FOR THE TESTING OR SERVICING OF ELECTRICAL EQUIPMENT OR APPARATUS.**
- E. LOW-ENERGY POWER, CONTROL AND SIGNAL CIRCUITS OF CLASS II AND CLASS III AS DEFINED IN THE ELECTRICAL CODE NOT INSTALL IN HAZARDOUS LOCATIONS, AS DEFINED IN ARTICLE 500. INSTALLATION, ALTERATION OR REPAIR OF ELECTRICAL WIRING, APPARATUS OR EQUIPMENT OR THE GENERATION, TRANSMISSION, DISTRIBUTION OR METERING OF ELECTRICAL ENERGY OR IN THE OPERATION OF SIGNALS OR THE TRANSMISSION OF INTELLIGENCE BY A PUBLIC OR PRIVATE**

UTILITY IN THE EXERCISE OF ITS FUNCTION AS A SERVING UTILITY.

- F. INSTALLATION OF AN APPROVED TEMPORARY METERED POWER OUTLET THAT HAS BEEN SUPPLIED AND INSTALLED BY AN ELECTRIC UTILITY.**

(FPN :) A TEMPORARY METERED POWER OUTLET IS A DEVICE, DESIGNED TO BE INSTALLED IN THE ELECTRIC UTILITY METER SOCKET THAT PROVIDES METERED ELECTRICAL POWER TO RECEPTACLES MOUNTED ON OR IN THE DEVICE, FOR THE PURPOSE OF PROVIDING TEMPORARY CONSTRUCTION POWER TO A RESIDENTIAL BUILDING. SUCH DEVICES MAY NOT ENERGIZE THE METER SOCKET, LUGS OR EQUIPMENT ON THE CUSTOMER'S SIDE OF THE METER SOCKET. THE TEMPORARY METERED POWER OUTLET SHALL BE AN APPROVED DEVICE WITH AN AIC RATING HIGHER THAN THE AVAILABLE FAULT CURRENT PROVIDED AT THE METER.

SUCH DEVICES MAY BE INSTALLED ON RESIDENTIAL BUILDINGS WHEN A VALID BUILDING PERMIT HAS BEEN ISSUED, PROVIDED THAT THE STRUCTURAL INTEGRITY AND WEATHER RESISTIVE BARRIER IS MAINTAINED AT THE PANEL LOCATION, OR THE INSTALLATION IS DETAILED ON THE APPROVED BUILDING PLANS. THIS EXEMPTION FROM PERMITTING DOES NOT PROHIBIT OR LIMIT THE AUTHORITY HAVING JURISDICTION FROM DIRECTING THE ELECTRIC UTILITY TO DISCONNECT THE TEMPORARY

7-1-104.2.3 FUEL GAS PERMITS. A FUEL GAS PERMIT SHALL NOT BE REQUIRED FOR THE FOLLOWING:

- A. PORTABLE HEATING APPLIANCE.**
- B. REPLACEMENT OF ANY MINOR PART THAT DOES NOT ALTER APPROVAL OF EQUIPMENT OR MAKE SUCH EQUIPMENT UNSAFE.**

7-1-104.2.4 MECHANICAL PERMITS. A MECHANICAL PERMIT SHALL NOT BE REQUIRED FOR THE FOLLOWING:

- A. PORTABLE HEATING APPLIANCE.**
- B. PORTABLE VENTILATION EQUIPMENT.**
- C. PORTABLE COOLING UNIT.**

- D. STEAM, HOT OR CHILLED WATER PIPING WITHIN ANY HEATING OR COOLING EQUIPMENT REGULATED BY INTERNATIONAL MECHANICAL CODE.**
- E. REPLACEMENT OF ANY PART NOT ALTERING ITS APPROVAL OR MAKING IT UNSAFE.**
- F. PORTABLE EVAPORATIVE COOLER.**
- G. SELF-CONTAINED REFRIGERATION SYSTEM CONTAINING 10 POUNDS (4.54 KG) OR LESS OF REFRIGERANT AND ACTUATED BY MOTORS OF 1 HORSEPOWER (746 W) OR LESS.**

7-1-104.2.5 PLUMBING PERMITS. A PLUMBING PERMIT SHALL NOT BE REQUIRED FOR THE FOLLOWING:

- A. STOPPING OF LEAKS IN DRAINS, WATER, SOIL, WASTE OR VENT PIPE, EXCEPT, NOT INCLUDING DEFECTIVE CONCEALED TRAP, DRAINPIPE, WATER, SOIL, WASTE OR VENT PIPE REQUIRING REMOVAL AND REPLACEMENT.**
- B. THE CLEARING OF STOPPAGES OR THE REPAIRING OF LEAKS IN PIPES, VALVES OR FIXTURES AND THE REMOVAL AND REINSTALLATION OF WATER CLOSETS, PROVIDED SUCH REPAIRS DO NOT INVOLVE OR REQUIRE THE REPLACEMENT OR REARRANGEMENT OF VALVES, PIPES OR FIXTURES.**

7-1-104.3 EMERGENCY REPAIRS. WHERE EQUIPMENT REPLACEMENTS AND REPAIRS REQUIRING A PERMIT MUST BE PERFORMED IN AN EMERGENCY SITUATION, THE PERMIT APPLICATION SHALL BE SUBMITTED WITHIN THE NEXT WORKING BUSINESS DAY.

7-1-104.4 ORDINARY REPAIRS. APPLICATION OR NOTICE TO THE BUILDING OFFICIAL IS NOT REQUIRED FOR ORDINARY REPAIRS TO STRUCTURES; REPLACEMENT OF LAMPS OR THE CONNECTION OF APPROVED PORTABLE ELECTRICAL EQUIPMENT TO APPROVE PERMANENTLY INSTALLED RECEPTACLES. SUCH REPAIRS SHALL NOT INCLUDE THE CUTTING AWAY OF ANY WALL, PARTITION OR PORTION THEREOF, THE REMOVAL OR CUTTING OF ANY STRUCTURAL BEAM OR LOAD-BEARING SUPPORT, OR THE REMOVAL OR CHANGE OF ANY REQUIRED MEANS OF EGRESS, OR REARRANGEMENT OF PARTS OF A STRUCTURE AFFECTING THE EGRESS REQUIREMENTS; NOR SHALL ORDINARY REPAIRS INCLUDE ADDITION TO, ALTERATION OF, REPLACEMENT OR RELOCATION OF ANY STANDPIPE, WATER SUPPLY, SEWER, DRAINAGE, DRAIN LEADER, GAS, SOIL, WASTE, VENT OR SIMILAR

PIPING, ELECTRICAL WIRING OR MECHANICAL OR OTHER WORK AFFECTING PUBLIC HEALTH OR GENERAL SAFETY.

7-1-104.5 PUBLIC SERVICE AGENCIES. A PERMIT SHALL NOT BE REQUIRED FOR THE INSTALLATION, ALTERATION OR REPAIR OF GENERATION, TRANSMISSION, DISTRIBUTION OR METERING OR OTHER RELATED EQUIPMENT UNDER THE OWNERSHIP AND CONTROL OF PUBLIC SERVICE AGENCIES BY ESTABLISHED RIGHT.

NOTHING IN THIS SECTION SHALL BE CONSTRUED TO EXEMPT ANY ELECTRICAL INSTALLATION USED FOR LIGHTING, POWER, HEATING, VENTILATION, ELEVATORS PUMPING OR FOR OTHER BUILDING OR PREMISE OPERATIONS, NOR EXEMPT ANY SERVICE EQUIPMENT FOR ELECTRICAL SERVICE TO A BUILDING OR PREMISE

7-1-104.6 ANNUAL PERMITS.

7-1-104.6.1 SCOPE. IN LIEU OF AN INDIVIDUAL PERMIT FOR EACH ALTERATION TO AN ALREADY APPROVED ELECTRICAL, GAS, MECHANICAL OR PLUMBING INSTALLATION, THE BUILDING OFFICIAL IS AUTHORIZED TO ISSUE AN ANNUAL PERMIT UPON APPLICATION THEREFORE TO ANY PERSON, FIRM OR CORPORATION REGULARLY EMPLOYING ONE OR MORE QUALIFIED TRADESPERSONS IN THE BUILDING, STRUCTURE OR ON THE PREMISES OWNED OR OPERATED BY THE APPLICANT FOR PERMIT.

7-1-104.6.2 QUALIFIED TRADESPERSON. A IS AN INDIVIDUAL THAT HOLDS ONE OR MORE LICENSES FROM A NATIONALLY RECOGNIZED AGENCY IN THE TRADE THAT WORK IS TO BE PERFORMED.

7-1-104.6.3 ANNUAL PERMIT RECORDS. THE PERSON TO WHOM AN ANNUAL PERMIT IS ISSUED SHALL KEEP A DETAILED RECORD OF ALTERATIONS MADE UNDER SUCH ANNUAL PERMIT. THE BUILDING OFFICIAL SHALL HAVE ACCESS TO SUCH RECORDS AT ALL TIMES OR SUCH RECORDS SHALL BE FILED WITH THE BUILDING OFFICIAL AS DESIGNATED.

7-1-104.7 TEMPORARY STRUCTURES AND USES. THE BUILDING OFFICIAL IS AUTHORIZED TO GIVE PERMISSION TO TEMPORARILY SUPPLY AND USE POWER IN PART OF AN ELECTRIC INSTALLATION BEFORE SUCH INSTALLATION HAS BEEN FULLY COMPLETED AND THE FINAL CERTIFICATE OF COMPLETION HAS BEEN ISSUED. THE PART COVERED BY THE TEMPORARY CERTIFICATE SHALL COMPLY WITH THE REQUIREMENTS SPECIFIED FOR TEMPORARY LIGHTING, HEAT OR POWER IN THE TECHNICAL CODES.

7-1-104.8 APPLICATION FOR PERMIT.

1. **REQUIREMENTS. TO OBTAIN A PERMIT, AN APPLICANT SHALL FIRST FILE AN APPLICATION IN WRITING ON A FORM FURNISHED BY THE COMMUNITY DEVELOPMENT DEPARTMENT. SUCH APPLICATION, AS A MINIMUM, SHALL CONTAIN THE FOLLOWING:**
 - A. **IDENTIFY AND DESCRIBE THE WORK TO BE COVERED BY THE PERMIT.**
 - B. **DESCRIPTION OF THE LAND WHERE THE PROPOSED WORK IS TO BE DONE BY LEGAL DESCRIPTION, STREET ADDRESS OR SIMILAR DESCRIPTION THAT WILL READILY IDENTIFY AND DEFINITELY LOCATE THE PROPOSED BUILDING OR WORK.**
 - C. **INDICATE THE USE AND OCCUPANCY OF THE PROPOSED WORK.**
 - D. **CONSTRUCTION DOCUMENTS AND OTHER INFORMATION AS REQUIRED IN THIS SECTION.**
 - E. **THE VALUATION OF THE PROPOSED WORK.**
 - F. **THE SIGNATURE OF THE APPLICANT OR THE APPLICANT'S AUTHORIZED AGENT.**
 - G. **OTHER DATA AND INFORMATION AS REQUIRED BY THE BUILDING OFFICIAL.**

7-1-104.9 ACTION ON APPLICATION. THE BUILDING OFFICIAL SHALL EXAMINE OR CAUSE TO BE EXAMINED APPLICATIONS FOR PERMITS AND RELATED DOCUMENTS WITHIN A REASONABLE TIME AFTER FILING. IF THE APPLICATION OR THE CONSTRUCTION DOCUMENTS DO NOT CONFORM TO THE REQUIREMENTS OF PERTINENT LAWS, THE BUILDING OFFICIAL SHALL REJECT SUCH APPLICATION IN WRITING, IDENTIFYING THE REASONS FOR REJECTION.

IF THE BUILDING OFFICIAL IS SATISFIED THAT THE PROPOSED WORK CONFORMS TO THE REQUIREMENTS OF THIS CHAPTER, THE TECHNICAL CODES AND APPLICABLE LAWS AND ORDINANCES THERETO, THE BUILDING OFFICIAL SHALL ISSUE A PERMIT AS SOON AS PRACTICABLE, SUBJECT ONLY TO THE PAYMENT OF APPROPRIATE FEES.

7-1-104.10 TIME LIMITATION OF APPLICATION. AN APPLICATION FOR A PERMIT FOR ANY PROPOSED WORK SHALL BE DEEMED TO HAVE BEEN ABANDONED AND EXPIRES 180 DAYS AFTER THE DATE OF FILING, UNLESS SUCH APPLICATION HAS BEEN PURSUED IN GOOD FAITH OR A PERMIT HAS BEEN

ISSUED. THE BUILDING OFFICIAL IS AUTHORIZED TO GRANT ONE EXTENSION OF TIME FOR AN ADDITIONAL PERIOD NOT EXCEEDING 180 DAYS. SUCH EXTENSION SHALL BE REQUESTED IN WRITING WITH JUSTIFIABLE CAUSE DEMONSTRATED.

EXCEPTION: WITHIN 90 DAYS OF THE DATE OF APPLICATION EXPIRATION AND FOR THOSE APPLICATIONS WITH A READY TO ISSUE STATUS PRIOR TO THE 360-DAY EXPIRATION DATE, THE APPLICANT SHALL RESUBMIT PLANS AND PAY 50% OF THE CURRENT PERMIT FEES.

7-1-104.11 VALIDITY OF PERMIT. THE ISSUANCE OR GRANTING OF A PERMIT SHALL NOT BE CONSTRUED TO BE A PERMIT FOR, OR AN APPROVAL OF, ANY VIOLATION OF ANY OF THE PROVISIONS OF THIS CHAPTER, THE TECHNICAL CODES OR OF ANY OTHER ORDINANCE OF THE JURISDICTION. PERMITS PRESUMING TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF THIS CHAPTER, THE TECHNICAL CODES OR OTHER ORDINANCES OF THE JURISDICTION SHALL NOT BE VALID.

THE ISSUANCE OF A PERMIT BASED ON CONSTRUCTION DOCUMENTS AND OTHER DATA SHALL NOT PREVENT THE BUILDING OFFICIAL FROM REQUIRING THE CORRECTION OF ERRORS IN THE CONSTRUCTION DOCUMENTS OR IN THE CONSTRUCTION.

THE BUILDING OFFICIAL IS ALSO AUTHORIZED TO PREVENT OCCUPANCY OR USE OF A STRUCTURE WHERE IN VIOLATION OF THIS CHAPTER, THE TECHNICAL CODES OR OF ANY OTHER ORDINANCES OF THIS JURISDICTION. WORK SHALL BE INSTALLED IN ACCORDANCE WITH THE APPROVED CONSTRUCTION DOCUMENTS, AND ANY CHANGES MADE DURING CONSTRUCTION THAT ARE NOT IN COMPLIANCE WITH THE APPROVED CONSTRUCTION DOCUMENTS SHALL BE RESUBMITTED FOR APPROVAL AS AN AMENDED SET OF CONSTRUCTION DOCUMENTS.

7-1-104.12 EXPIRATION OF PERMIT. EVERY PERMIT ISSUED SHALL BECOME INVALID UNLESS THE WORK ON THE SITE AUTHORIZED BY SUCH PERMIT IS COMMENCED WITHIN 180 DAYS AFTER ITS ISSUANCE, OR IF THE WORK AUTHORIZED ON THE SITE BY SUCH PERMIT IS SUSPENDED OR DECLARED ABANDONED BY THE OWNER FOR A PERIOD OF 180 DAYS AFTER THE DATE THE WORK IS COMMENCED, OR IF THE BUILDING OFFICIAL DECLARES THE PERMIT SUSPENDED OR ABANDONED AFTER THE EXPIRATION OF 180 DAYS FROM THE DATE OF PERMIT ISSUANCE. THE BUILDING OFFICIAL IS AUTHORIZED TO GRANT A ONE-TIME EXTENSION OF 180 DAYS IN ACCORDANCE WITH SECTIONS 7-1-104.13.1 AND 7-1-104.13.2.

7-1-104.13.1 WORK NOT COMMENCED. EVERY PERMIT ISSUED UNDER THE PROVISION OF THIS CHAPTER AND THE TECHNICAL CODE SHALL BE VALID

FOR A PERIOD OF ONE YEAR FROM THE DATE OF ISSUANCE PROVIDED, HOWEVER, THAT ANY PERMIT SHALL EXPIRE IF WORK AUTHORIZED BY SUCH PERMIT IS NOT COMMENCED AND AN APPROVED INSPECTION OBTAINED WITHIN 180 DAYS FROM THE DATE OF ISSUANCE. AN APPROVED INSPECTION SHALL BE AN INSPECTION THAT IS REQUESTED AND APPROVED PURSUANT TO SECTION 7-1-106.5. BEFORE WORK CAN BE COMMENCED ON A STRUCTURE FOR WHICH THE PERMIT HAS EXPIRED, A NEW PERMIT SHALL BE OBTAINED AND THE FEE THEREFORE SHALL BE BASED ON THE TOTAL VALUATION OF THE STRUCTURE.

EXCEPTION: WHERE NO WORK HAS COMMENCED WITHIN 180 DAYS FROM THE DATE OF ISSUANCE, THE PERMIT MAY BE REINSTATED, WITHOUT A FEE UPON A WRITTEN OR VERBAL REQUEST FROM THE OWNER OR OWNER'S AGENT, PROVIDED WORK COMMENCES AND AN APPROVED INSPECTION IS OBTAINED WITHIN ONE YEAR OF THE ORIGINAL DATE OF ISSUANCE.

7-1-104.13.2 WORK COMMENCED. EVERY PERMIT ISSUED UNDER THE PROVISIONS OF THIS CODE SHALL BE VALID FOR A PERIOD OF ONE YEAR FROM THE DATE OF ISSUANCE, PROVIDED, HOWEVER, THAT ANY PERMIT SHALL EXPIRE 180 DAYS AFTER THE LAST APPROVED INSPECTION. AN APPROVED INSPECTION SHALL BE AN INSPECTION THAT IS REQUESTED AND APPROVED PURSUANT TO SECTION 7-1-106.5.

BEFORE WORK CAN BE CONTINUED OR RESUMED ON A STRUCTURE FOR WHICH THE PERMIT HAS EXPIRED, A NEW PERMIT SHALL BE OBTAINED AND THE FEE THEREOF SHALL BE DETERMINED BY THE BUILDING OFFICIAL ON THE BASIS OF THE VALUATION OF THE UNCOMPLETED PORTION OF THE WORK FROM THE LAST APPROVED INSPECTION.

EXCEPTIONS:

- 1. A PERMIT SHALL NOT EXPIRE IF THE TIME BETWEEN APPROVED INSPECTIONS DOES NOT EXCEED 180 DAYS.**
- 2. IF AN APPROVED INSPECTION IS NOT OBTAINED WITHIN 180 DAYS OF THE LAST APPROVED INSPECTION, THE PERMIT MAY BE REINSTATED ONCE, WITHOUT A FEE UPON WRITTEN OR VERBAL REQUEST FROM THE OWNER OR OWNER'S AGENT PROVIDED THAT NO SUBSTANTIAL CHANGES HAVE BEEN MADE IN THE ORIGINAL PLANS AND SPECIFICATIONS FOR SUCH WORK AND PROVIDED FURTHER THAT AN APPROVED INSPECTION IS OBTAINED**

**WITHIN ONE YEAR OF THE LAST APPROVED INSPECTION
AND THE TECHNICAL CODES HAVE NOT BEEN UPDATED.**

7-1-104.14 UNFINISHED BUILDINGS OR STRUCTURES. WHENEVER WORK HAS COMMENCED ON A BUILDING OR STRUCTURE FOR WHICH A PERMIT HAS BEEN ISSUED, AND SAID PERMIT HAS EXPIRED PURSUANT TO SECTION 7-1-104.8, THE OWNER OF THE PROPERTY UPON WHICH STRUCTURE IS LOCATED, OR OTHER PERSON OR AGENT IN CONTROL OF SAID PROPERTY, UPON RECEIPT OF NOTICE IN WRITING FROM THE DEPARTMENT, SHALL WITHIN 30 DAYS FROM THE DATE OF SUCH WRITTEN NOTICE, OBTAIN A NEW PERMIT TO COMPLETE THE WORK AND DILIGENTLY PURSUE THE WORK TO COMPLETION, OR WITHIN SAID 30 DAYS, OBTAIN A DEMOLITION PERMIT AND SHALL REMOVE OR DEMOLISH THE BUILDING OR STRUCTURE WITHIN 120 DAYS FROM THE DATE OF WRITTEN NOTICE. NOTWITHSTANDING THE PROVISIONS OF SECTION 7-1-104.8 AND THIS SECTION, WHENEVER WORK ON ANY BUILDING, STRUCTURE, ADDITION, ALTERATION, APPENDAGE OR REPAIR HAS COMMENCED, THE EXTERIOR WALLS AND ROOF SHALL BE COMPLETED IN ACCORDANCE WITH THE APPROVED PLANS INCLUDING BUT NOT LIMITED TO ROOFING, FENESTRATION AND FINISH MATERIALS INCLUDING PAINT, WITHIN TWO YEARS OF COMMENCING CONSTRUCTION. IN THE ABSENCE OF EVIDENCE TO THE CONTRARY, THE DATE OF THE FIRST INSPECTION REQUEST SHALL ESTABLISH THE DATE THAT CONSTRUCTION COMMENCED.

THE PROVISIONS OF THIS SECTION SHALL APPLY TO ALL PERMITS ISSUED ON AND AFTER THE EFFECTIVE DATE OF THIS ORDINANCE AND PERMITS ISSUED OR REINSTATED PURSUANT TO SECTION 7-1-104.8

SUCH BUILDING, STRUCTURE, ADDITION, ALTERATION, APPENDAGE OR REPAIR NOT IN COMPLIANCE WITH THIS SECTION IS SUBJECT TO THE ENFORCEMENT AND ABATEMENT PROCEDURES OF SECTION 7-1-109.

7-1-104.15 SUSPENSION OR REVOCATION. THE BUILDING OFFICIAL IS AUTHORIZED TO SUSPEND OR REVOKE A PERMIT ISSUED UNDER THE PROVISIONS OF THIS CHAPTER WHEREVER THE PERMIT IS ISSUED IN ERROR OR ON THE BASIS OF INCORRECT, INACCURATE OR INCOMPLETE INFORMATION, OR IN VIOLATION OF ANY ORDINANCE, REGULATION OR ANY OF THE PROVISIONS OF THIS CHAPTER, THE TECHNICAL CODES OR OF OTHER ORDINANCES OF THIS JURISDICTION.

7-1-104.16 PLACEMENT OF PERMIT. THE BUILDING PERMIT OR COPY THEREOF SHALL BE KEPT ON THE SITE OF THE WORK UNTIL THE COMPLETION OF THE PROJECT. THE ISSUED PREMISE IDENTIFICATION PLACARD (YELLOW CARD) SHALL BE CONSPICUOUSLY POSTED ON SITE.

SECTION 7-1-105 CONSTRUCTION DOCUMENTS

7-1-105.1 SUBMITTAL DOCUMENTS. PLANS, SPECIFICATIONS, ENGINEERING CALCULATIONS, DIAGRAMS, SOIL INVESTIGATION REPORTS, SPECIAL INSPECTION AND STRUCTURAL OBSERVATION PROGRAMS AND OTHER DATA, AS REQUIRED BY THE BUILDING OFFICIAL, SHALL BE SUBMITTED WITH EACH APPLICATION FOR A PERMIT. THE CONSTRUCTION DOCUMENTS SHALL BE PREPARED BY A REGISTERED DESIGN PROFESSIONAL AS REQUIRED BY ARIZONA STATE LAW AND SECTION 7-1-105.3. WHERE SPECIAL CONDITIONS EXIST, THE BUILDING OFFICIAL IS AUTHORIZED TO REQUIRE ADDITIONAL CONSTRUCTION DOCUMENTS TO BE PREPARED BY A REGISTERED DESIGN PROFESSIONAL.

EXCEPTION: THE BUILDING OFFICIAL IS AUTHORIZED TO WAIVE THE SUBMISSION OF CONSTRUCTION DOCUMENTS AND OTHER DATA NOT REQUIRED TO BE PREPARED BY A DESIGN PROFESSIONAL IF IT IS FOUND THAT THE NATURE OF THE WORK APPLIED FOR IS SUCH THAT REVIEW OF CONSTRUCTION DOCUMENTS IS NOT NECESSARY TO OBTAIN COMPLIANCE WITH THIS CHAPTER, THE TECHNICAL CODES AND OTHER ORDINANCES OF THE TOWN.

7-1-105.1.1 INFORMATION ON CONSTRUCTION DOCUMENTS. CONSTRUCTION DOCUMENTS SHALL BE DIMENSIONED AND DRAWN UPON SUITABLE MATERIAL. ELECTRONIC MEDIA DOCUMENTS ARE PERMITTED TO BE SUBMITTED WHEN APPROVED BY THE BUILDING OFFICIAL. CONSTRUCTION DOCUMENTS SHALL BE OF SUFFICIENT CLARITY TO INDICATE THE LOCATION, NATURE AND EXTENT OF THE WORK PROPOSED AND SHOW IN DETAIL THAT IT WILL CONFORM TO THE PROVISIONS OF THIS CHAPTER, THE TECHNICAL CODES AND RELEVANT LAWS, ORDINANCES AS DETERMINED BY THE BUILDING OFFICIAL.

7-1-105.1.2 SCREENING. SUBMITTAL DOCUMENTS MAY BE SUBJECT TO SCREENING BY THE BUILDING OFFICIAL FOR COMPLETENESS AND CODE COMPLIANCE PRIOR TO BEING ACCEPTED FOR PERMIT REVIEW. INCOMPLETE SUBMITTALS OR SUBMITTALS CONTAINING READILY APPARENT CODE VIOLATIONS SHALL BE RETURNED TO THE APPLICANT WITHOUT BEING ACCEPTED UNLESS OTHERWISE DIRECTED BY THE BUILDING OFFICIAL.

7-1-105.1.3 TITLE SHEET INFORMATION. THE CONSTRUCTION DOCUMENTS SHALL CONTAIN A TITLE SHEET OR TITLE SHEETS INDICATING THE NAME, ADDRESS AND PHONE NUMBERS OF DESIGN PROFESSIONALS. THE TITLE SHEET SHALL ALSO CONTAIN INFORMATION REGARDING THE CODE REVIEW AS PERFORMED BY THE DESIGN PROFESSIONAL, INCLUDING THE SIZE OF THE BUILDING, TYPE OF CONSTRUCTION, OCCUPANCY CLASSIFICATION(S), AREA AND HEIGHT MODIFICATIONS (IF ANY), FIRE SPRINKLERS (IF ANY),

REQUIRED SPECIAL INSPECTION (IF ANY), DEFERRED SUBMITTALS (IF ANY) AND ANY OTHER INFORMATION AS DIRECTED BY THE BUILDING OFFICIAL. THE BUILDING OFFICIAL IS AUTHORIZED TO WAIVE OR MODIFY THE REQUIREMENT FOR A TITLE SHEET WHEN THE APPLICATION FOR PERMIT IS FOR ALTERATION OR REPAIR OR WHEN OTHERWISE WARRANTED.

7-1-105.1.4 SITE PLAN. THE CONSTRUCTION DOCUMENTS SUBMITTED WITH THE APPLICATION FOR PERMIT SHALL BE ACCOMPANIED BY A SITE PLAN SHOWING TO SCALE THE SIZE AND LOCATION OF NEW CONSTRUCTION AND EXISTING STRUCTURES ON THE SITE, DISTANCES FROM LOT LINES AND IT SHALL BE DRAWN IN ACCORDANCE WITH AN ACCURATE BOUNDARY LINE SURVEY. IN THE CASE OF DEMOLITION, THE SITE PLAN SHALL SHOW CONSTRUCTION TO BE DEMOLISHED AND THE LOCATION AND SIZE OF EXISTING STRUCTURES AND CONSTRUCTION THAT ARE TO REMAIN ON THE SITE OR PLOT. THE BUILDING OFFICIAL IS AUTHORIZED TO WAIVE OR MODIFY THE REQUIREMENT FOR A SITE PLAN WHEN THE APPLICATION FOR PERMIT IS FOR ALTERATION OR REPAIR OR WHEN OTHERWISE WARRANTED.

7-1-105.1.5 MEANS OF EGRESS. THE CONSTRUCTION DOCUMENTS SHALL SHOW IN SUFFICIENT DETAIL THE LOCATION, CONSTRUCTION, SIZE AND CHARACTER OF ALL PORTIONS OF THE MEANS OF EGRESS IN COMPLIANCE WITH THE PROVISIONS OF THE TECHNICAL CODES. IN OTHER THAN DETACHED ONE- AND TWO-FAMILY DWELLINGS AND MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES) NOT MORE THAN THREE STORIES ABOVE GRADE PLANE IN HEIGHT AS APPLICABLE IN SECTION 7-1-101.4.2, THE CONSTRUCTION DOCUMENTS SHALL DESIGNATE THE NUMBER OF OCCUPANTS TO BE ACCOMMODATED ON EVERY FLOOR, AND IN ALL ROOMS AND SPACES. THE BUILDING OFFICIAL IS AUTHORIZED TO WAIVE OR MODIFY THE REQUIREMENT FOR A MEANS OF EGRESS PLAN WHEN THE APPLICATION FOR PERMIT IS FOR ALTERATION OR REPAIR OR WHEN OTHERWISE WARRANTED.

7-1-105.1.6 EXTERIOR WALL ENVELOPE. CONSTRUCTION DOCUMENTS FOR ALL BUILDINGS SHALL DESCRIBE THE EXTERIOR WALL ENVELOPE IN SUFFICIENT DETAIL TO DETERMINE COMPLIANCE WITH THE TECHNICAL CODES. THE CONSTRUCTION DOCUMENTS SHALL PROVIDE DETAILS OF THE EXTERIOR WALL ENVELOPE AS REQUIRED, INCLUDING FLASHING, INTERSECTIONS WITH DISSIMILAR MATERIALS, CORNERS, END DETAILS, CONTROL JOINTS, INTERSECTIONS AT ROOFS, EAVES OR PARAPETS, MEANS OF DRAINAGE, WATER-RESISTIVE MEMBRANE AND DETAILS AROUND OPENINGS.

THE CONSTRUCTION DOCUMENTS SHALL INCLUDE MANUFACTURER'S INSTALLATION INSTRUCTIONS THAT PROVIDE SUPPORTING DOCUMENTATION THAT THE PROPOSED PENETRATION AND OPENING DETAILS DESCRIBED IN

THE CONSTRUCTION DOCUMENTS MAINTAIN THE WEATHER RESISTANCE OF THE EXTERIOR WALL ENVELOPE. THE SUPPORTING DOCUMENTATION SHALL FULLY DESCRIBE THE EXTERIOR WALL SYSTEM, WHICH WAS TESTED, WHERE APPLICABLE, AS WELL AS THE TEST PROCEDURE USED.

THE BUILDING OFFICIAL IS AUTHORIZED TO WAIVE OR MODIFY THE REQUIREMENT FOR AN EXTERIOR WALL ENVELOPE PLAN WHEN THE APPLICATION FOR PERMIT IS FOR ALTERATION OR REPAIR OR WHEN OTHERWISE WARRANTED.

7-1-105.2 EXAMINATION OF DOCUMENTS. THE BUILDING OFFICIAL SHALL EXAMINE OR CAUSE TO BE EXAMINED THE PERMIT APPLICATION AND ACCOMPANYING CONSTRUCTION DOCUMENTS AND SHALL ASCERTAIN BY SUCH EXAMINATIONS WHETHER THE CONSTRUCTION INDICATED AND DESCRIBED IS IN ACCORDANCE WITH THE REQUIREMENTS OF THIS CHAPTER, THE TECHNICAL CODES AND OTHER PERTINENT LAWS OR ORDINANCES.

7-1-105.2.1 APPROVAL OF CONSTRUCTION DOCUMENTS. WHEN THE BUILDING OFFICIAL ISSUES A PERMIT, THE CONSTRUCTION DOCUMENTS SHALL BE APPROVED, IN WRITING OR BY STAMP, AS "REVIEWED FOR CODE COMPLIANCE." THE BUILDING OFFICIAL AS REQUIRED BY THE APPROVED BUILDING DIVISION RETENTION SCHEDULE SHALL RETAIN ONE SET OF CONSTRUCTION DOCUMENTS SO REVIEWED. THE OTHER SET SHALL BE RETURNED TO THE APPLICANT, SHALL BE KEPT AT THE SITE OF WORK AND SHALL BE OPEN TO INSPECTION BY THE BUILDING OFFICIAL. WHEN THE SUBMITTAL DOCUMENTS ARE PRODUCED ELECTRONICALLY, THE APPLICANT SHALL PROVIDE AN ELECTRONIC COPY OF ALL DRAWINGS ON COMPACT DISK OR OTHER MEDIA APPROVED BY THE BUILDING OFFICIAL.

7-1-105.2.2 PREVIOUS APPROVALS. THIS CHAPTER AND THE TECHNICAL CODES SHALL NOT REQUIRE CHANGES IN THE CONSTRUCTION DOCUMENTS, CONSTRUCTION OR DESIGNATED OCCUPANCY OF A STRUCTURE FOR WHICH A LAWFUL PERMIT HAS BEEN HERETOFORE ISSUED OR OTHERWISE LAWFULLY AUTHORIZED, AND THE CONSTRUCTION OF WHICH HAS BEEN PURSUED IN GOOD FAITH AND HAS NOT BEEN ABANDONED PURSUANT TO SECTION 7-1-104.8.

7-1-105.2.3 PHASED APPROVAL. THE BUILDING OFFICIAL IS AUTHORIZED TO ISSUE A PERMIT FOR THE CONSTRUCTION OF FOUNDATIONS, OR OTHER PARTS OF A BUILDING OR STRUCTURE BEFORE THE CONSTRUCTION DOCUMENTS FOR THE WHOLE BUILDING OR STRUCTURE HAVE BEEN SUBMITTED, PROVIDED ADEQUATE INFORMATION AND DETAILED STATEMENTS HAVE BEEN FILED COMPLYING WITH PERTINENT REQUIREMENTS OF THIS CHAPTER AND THE TECHNICAL CODES. THE HOLDER OF SUCH PERMIT FOR THE FOUNDATION OR OTHER PARTS OF A

BUILDING OR STRUCTURE SHALL PROCEED AT THE HOLDER'S OWN RISK WITH THE CONSTRUCTION OPERATION AND WITHOUT ASSURANCE THAT A PERMIT FOR THE ENTIRE STRUCTURE WILL BE GRANTED.

EXCEPTION: PHASED CONSTRUCTION APPROVALS ARE NOT APPLICABLE FOR GROUP R-2, R-3 AND R-4 OCCUPANCIES AND DETACHED ONE- AND TWO-FAMILY DWELLINGS AND MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES) NOT MORE THAN THREE STORIES ABOVE GRADE PLANE IN HEIGHT.

7-1-105.3 DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE. WHEN IT IS REQUIRED THAT PERMIT SUBMITTAL DOCUMENTS BE PREPARED BY A REGISTERED DESIGN PROFESSIONAL, THE BUILDING OFFICIAL SHALL BE AUTHORIZED TO REQUIRE THE OWNER TO ENGAGE AND DESIGNATE ON THE BUILDING PERMIT APPLICATION A REGISTERED DESIGN PROFESSIONAL WHO SHALL ACT AS THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE.

IF THE CIRCUMSTANCES REQUIRE, THE OWNER SHALL DESIGNATE A SUBSTITUTE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE WHO SHALL PERFORM THE DUTIES REQUIRED OF THE ORIGINAL REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE. THE OWNER SHALL NOTIFY THE BUILDING OFFICIAL IN WRITING IF THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE IS CHANGED OR IS UNABLE TO CONTINUE TO PERFORM THE DUTIES.

THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE SHALL BE RESPONSIBLE FOR REVIEWING AND COORDINATING SUBMITTAL DOCUMENTS PREPARED BY OTHERS, INCLUDING PHASED AND DEFERRED SUBMITTAL ITEMS, FOR COMPATIBILITY WITH THE DESIGN OF THE BUILDING.

WHERE STRUCTURAL OBSERVATION IS REQUIRED BY SECTION 1704 OF THE BUILDING CODE, THE INSPECTION PROGRAM SHALL NAME THE INDIVIDUAL OR FIRMS WHO ARE TO PERFORM STRUCTURAL OBSERVATION AND DESCRIBE THE STAGES OF CONSTRUCTION WHERE THE STRUCTURAL OBSERVATION IS TO OCCUR.

7-1-105.3.1 DEFERRED SUBMITTALS. FOR THE PURPOSES OF THIS SECTION, DEFERRED SUBMITTALS ARE DEFINED AS THOSE PORTIONS OF THE DESIGN NOT SUBMITTED AT THE TIME OF THE APPLICATION BUT ARE TO BE SUBMITTED TO THE BUILDING OFFICIAL BEFORE COMPLETION OF THE PROJECT AND BEFORE A CERTIFICATE OF OCCUPANCY IS ISSUED.

DEFERRAL OF SUBMITTAL ITEMS SHALL HAVE THE PRIOR APPROVAL OF THE BUILDING OFFICIAL. THE REGISTERED DESIGN PROFESSIONAL IN

RESPONSIBLE CHARGE SHALL LIST THE DEFERRED SUBMITTALS ON THE TITLE SHEET OF THE CONSTRUCTION DOCUMENTS FOR REVIEW BY THE BUILDING OFFICIAL. DEFERRED SUBMITTAL ITEMS SHOWN ON THE CONSTRUCTION DOCUMENTS SHALL BE CLEARLY NOTED AS "FOR REFERENCE ONLY". DEFERRED SUBMITTALS DO NOT CONSTITUTE PHASED APPROVAL OF THE CONSTRUCTION.

DOCUMENTS FOR DEFERRED SUBMITTAL ITEMS SHALL BE SUBMITTED TO THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE, WHICH SHALL REVIEW THEM AND FORWARD THEM TO THE BUILDING OFFICIAL WITH A NOTATION INDICATING THE DEFERRED SUBMITTAL DOCUMENTS HAVE BEEN REVIEWED AND BEEN FOUND TO BE IN GENERAL CONFORMANCE TO THE DESIGN OF THE BUILDING. THE DEFERRED SUBMITTAL ITEMS SHALL NOT BE INSTALLED UNTIL THE DESIGN PROFESSIONAL AND THE BUILDING OFFICIAL HAS APPROVED THE SUBMITTAL DOCUMENTS.

7-1-105.4 AMENDED CONSTRUCTION DOCUMENTS (REVISIONS). WORK SHALL BE INSTALLED IN ACCORDANCE WITH THE APPROVED CONSTRUCTION DOCUMENTS, AND ANY CHANGES MADE DURING CONSTRUCTION THAT ARE NOT IN COMPLIANCE WITH THE APPROVED CONSTRUCTION DOCUMENTS SHALL BE RESUBMITTED FOR APPROVAL AS AN AMENDED SET OF CONSTRUCTION DOCUMENTS.

7-1-105.5 RESPONSIBILITY. IT SHALL BE THE DUTY OF EVERY PERSON WHO PERFORMS WORK FOR THE INSTALLATION OR REPAIR OF BUILDING, STRUCTURE, ELECTRICAL, GAS, MECHANICAL, PLUMBING, OR FIRE-SUPPRESSION SYSTEMS, FOR WHICH THIS CHAPTER OR THE TECHNICAL CODES ARE APPLICABLE, TO COMPLY WITH THIS CHAPTER AND THE TECHNICAL CODES.

7-1-105.6 RETENTION OF CONSTRUCTION DOCUMENTS. ONE SET OF APPROVED CONSTRUCTION DOCUMENTS SHALL BE RETAINED BY THE BUILDING OFFICIAL FOR A PERIOD OF TIME AS PRESCRIBED BY STATE OR LOCAL LAWS AND ONE SET OF APPROVED CONSTRUCTION DOCUMENTS SHALL BE RETURNED TO THE APPLICANT, AND SAID SET SHALL BE KEPT ON THE SITE OF THE BUILDING OR WORK AT ALL TIMES DURING WHICH THE WORK AUTHORIZED THEREBY IS IN PROGRESS.

SECTION 7-1-106 INSPECTIONS

7-1-106.1 GENERAL. CONSTRUCTION OR WORK FOR WHICH A PERMIT IS REQUIRED SHALL BE SUBJECT TO INSPECTION BY THE BUILDING OFFICIAL AND SUCH CONSTRUCTION OR WORK SHALL REMAIN ACCESSIBLE AND EXPOSED FOR INSPECTION PURPOSES UNTIL APPROVED. APPROVAL AS A RESULT OF AN INSPECTION SHALL NOT BE CONSTRUED TO BE AN APPROVAL

OF A VIOLATION OF THE PROVISIONS OF THIS CHAPTER, THE TECHNICAL CODES OR OF OTHER ORDINANCES OF THE JURISDICTION. INSPECTIONS PRESUMING TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF THIS CHAPTER OR THE TECHNICAL CODES OR OF OTHER ORDINANCES OF THE JURISDICTION SHALL NOT BE VALID. IT SHALL BE THE DUTY OF THE PERMIT APPLICANT TO CAUSE THE WORK TO REMAIN ACCESSIBLE AND EXPOSED FOR INSPECTION PURPOSES. NEITHER THE BUILDING OFFICIAL NOR THE JURISDICTION SHALL BE LIABLE FOR EXPENSE ENTAILED IN THE REMOVAL OR REPLACEMENT OF ANY MATERIAL REQUIRED TO ALLOW INSPECTION.

IT SHALL BE THE DUTY OF THE PERMIT HOLDER TO PROVIDE AN APPROVED PROPERTY ADDRESS, INCLUDING NUMBER AND STREET NAME, AT ALL CONSTRUCTION SITES. SUCH TEMPORARY PREMISES IDENTIFICATION SHALL BE CLEARLY VISIBLE FROM THE STREET OR ROADWAY FRONTING THE PROPERTY, SHALL BE INSTALLED PRIOR TO THE FIRST INSPECTION, AND SHALL BE MAINTAINED UNTIL THE PERMANENT PREMISES IDENTIFICATION IS INSTALLED AND APPROVED.

7-1-106.2 INSPECTION RECORD CARD. WORK REQUIRING A PERMIT SHALL NOT COMMENCE UNTIL THE PERMIT HOLDER OR AN AGENT OF THE PERMIT HOLDER HAS POSTED OR OTHERWISE MADE AVAILABLE THE INSPECTION RECORD CARD TO ALLOW THE BUILDING OFFICIAL OR AUTHORIZED AGENT TO CONVENIENTLY MAKE THE REQUIRED ENTRIES THEREON REGARDING INSPECTIONS OF THE WORK. THE PERMIT HOLDER SHALL MAINTAIN THE CARD AVAILABLE UNTIL FINAL APPROVAL, BY THE BUILDING OFFICIAL, HAS BEEN GRANTED.

7-1-106.3 PRELIMINARY INSPECTIONS. BEFORE ISSUING A PERMIT, THE BUILDING OFFICIAL IS AUTHORIZED TO EXAMINE OR CAUSE TO BE EXAMINED BUILDINGS, STRUCTURES OR SITES FOR WHICH AN APPLICATION HAS BEEN FILED.

7-1-106.4 INSPECTION AND OBSERVATION PROGRAM. WHEN SPECIAL INSPECTION IS REQUIRED BY SECTION 1704 OF THE BUILDING CODE OR AS DETERMINED BY THE BUILDING OFFICIAL, THE OWNER, AN AGENT OF THE OWNER, OR THE ENGINEER OR REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE, BUT NOT THE CONTRACTOR OR ANY OTHER PERSON RESPONSIBLE FOR THE WORK, SHALL EMPLOY ONE OR MORE SPECIAL INSPECTOR(S) WHO SHALL PROVIDE INSPECTIONS DURING CONSTRUCTION ON THE TYPE OF WORK LISTED UNDER SECTION 1704.1 OF THE BUILDING CODE OR AS DETERMINED BY THE BUILDING OFFICIAL.

WHEN SPECIAL INSPECTIONS ARE REQUIRED, THE SPECIAL INSPECTIONS ARE TO BE PERFORMED IN ADDITION TO, NOT IN LIEU OF, THE INSPECTIONS

CONDUCTED BY THE BUILDING OFFICIAL, AND SHALL NOT BE CONSTRUED TO RELIEVE THE OWNER OR HIS AUTHORIZED AGENT FROM REQUESTING THE PERIODIC AND CALLED INSPECTIONS REQUIRED BY THIS CHAPTER AND THE TECHNICAL CODES.

7-1-106.4.1 SPECIAL INSPECTOR. IN ACCORDANCE WITH SECTIONS 1704.1 AND 7-1-106.4 "SPECIAL INSPECTOR(S)" OF THE BUILDING CODE SHALL BE PROVIDED BY, OR UNDER THE SUPERVISION OF AN ENGINEER OR REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE OF THE STRUCTURAL INSPECTION FOR WHICH "SPECIAL INSPECTION" IS REQUIRED, SUBJECT TO THE FOLLOWING CONDITIONS:

7-1-106.4.2 NOTIFICATION: (PRIOR TO ISSUING PERMIT) THE OWNER OR HIS AUTHORIZED AGENT SHALL NOTIFY THE COMMUNITY DEVELOPMENT DEPARTMENT, BUILDING DIVISION IN WRITING ON THE FORM PROVIDED BY THIS DIVISION, THE NAME OF THE ENGINEER OR REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE WHO WILL CARRY OUT THE REQUIRED INSPECTION. THE RESPONSIBLE ENGINEER OR REGISTERED DESIGN PROFESSIONAL OF RECORD SHALL NOTIFY THE DEPARTMENT OF ANY CHANGES OF "SPECIAL INSPECTION(S)" PRIOR TO CONDUCTING THE INSPECTIONS.

7-1-106.4.3 CERTIFICATE OF RESPONSIBILITY: THE ENGINEER OR REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE OF THE "SPECIAL INSPECTION(S)" SHALL SO CERTIFY TO THE DIVISION IN WRITING ON THE TOWN FORM PROVIDED PRIOR TO THE ISSUANCE OF THE BUILDING PERMIT, AND SHALL NOTIFY THE DIVISION IMMEDIATELY IF TERMINATED PRIOR TO COMPLETION OF THE WORK, FOR WHICH "SPECIAL INSPECTION(S)" IS REQUIRED.

7-1-106.4.4 QUALIFICATION: NO PERSON(S) SHALL BE ASSIGNED TO CARRY OUT THE DUTIES OF THE "SPECIAL INSPECTOR(S)" UNLESS THOROUGHLY QUALIFIED BY KNOWLEDGE AND EXPERIENCE TO RENDER FULL, COMPLETE AND COMPETENT INSPECTION.

IT SHALL BE THE RESPONSIBILITY OF THE ENGINEER OR REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE OF THE SPECIAL INSPECTION TO SATISFY THE DUTIES AND RESPONSIBILITIES AS STATED IN SECTION 1704.1 OF THE BUILDING CODE.

7-1-106.4.5 INSPECTION AND REPORTS: THE ENGINEER OR REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE OF THE "SPECIAL INSPECTION(S)" OR THE DESIGNATED "SPECIAL INSPECTOR(S)" SHALL PROVIDE CONTINUOUS, COMPETENT AND COMPLETE INSPECTION ON THE WORK FOR WHICH "SPECIAL INSPECTION(S)" IS REQUIRED IN ACCORDANCE

WITH SECTION 1704.1 OF THE BUILDING CODE AND SHALL SUBMIT REPORTS TO THE BUILDING DIVISION STATING APPROVAL OF THE WORK AS IT PROGRESSES, BUT NOT LESS THAN EVERY TWO WEEKS.

THE "SPECIAL INSPECTOR(S)" SHALL NOTIFY THE DIVISION IMMEDIATELY UPON DETECTION OF ALL DISCREPANCIES INVOLVED IN THE "SPECIAL INSPECTIONS" THAT HAVE NOT BEEN CORRECTED IN ACCORDANCE WITH THE APPROVED PLANS AND SPECIFICATIONS PRIOR TO PROCEEDING WITH THE WORK.

7-1-106.5 REQUIRED INSPECTIONS. THE BUILDING OFFICIAL, UPON NOTIFICATION, SHALL MAKE THE INSPECTIONS SET FORTH IN THIS SECTION.

7-1-106.5.1 FOOTING AND FOUNDATION INSPECTION. FOOTING AND FOUNDATION INSPECTIONS SHALL BE MADE AFTER EXCAVATIONS FOR FOOTINGS ARE COMPLETE AND ANY REQUIRED REINFORCING STEEL IS IN PLACE. FOR CONCRETE FOUNDATIONS, THE REQUIRED FORMS SHALL BE IN PLACE PRIOR TO INSPECTION. AN INSPECTION SHALL BE MADE PRIOR TO THE PLACEMENT OF CONCRETE. MATERIALS FOR THE FOUNDATION SHALL BE ON THE SITE, EXCEPT WHERE CONCRETE IS READY MIXED IN ACCORDANCE WITH ASTM C 94; THE CONCRETE NEED NOT BE ON THE SITE.

7-1-106.5.2 UNDERGROUND BUILDING SERVICE EQUIPMENT. UNDERGROUND PLUMBING, GAS, MECHANICAL, OR ELECTRICAL SYSTEMS SHALL BE INSPECTED FOR APPROVED MATERIALS, PROPER BURIAL DEPTH AND SLOPE BUT PRIOR TO THE BACKFILLING OF TRENCHES. THE PIPING SHALL BE BEDDED-IN FOR ITS ENTIRE LENGTH, AND IF APPLICABLE, THE SYSTEMS SHALL BE UNDER THE PRESCRIBED TESTS REQUIRED BY THE TECHNICAL CODES.

7-1-106.5.3 CONCRETE SLAB AND UNDER-FLOOR INSPECTION. CONCRETE SLAB AND UNDER-FLOOR INSPECTIONS SHALL BE MADE AFTER IN-SLAB OR UNDER-FLOOR REINFORCING STEEL AND IF APPLICABLE, BUILDING SERVICE EQUIPMENT, CONDUIT, PIPING ACCESSORIES, INSULATION AND OTHER ANCILLARY EQUIPMENT ITEMS ARE IN PLACE AND APPROVED, BUT BEFORE ANY CONCRETE IS PLACED OR FLOOR SHEATHING INSTALLED, INCLUDING THE SUB-FLOOR.

7-1-106.5.4 SEWER OR WATER SERVICE (BUILDING OR PRIVATE). SEWER OR WATER SERVICE LINES, THAT PROVIDES SERVICE TO A BUILDING OR MULTIPLE BUILDINGS ON ONE SITE AND NOT INSTALLED IN A PUBLIC RIGHT-OF-WAY OR PUBLIC UTILITY EASEMENT (PUE), SHALL BE INSPECTED FOR APPROVED MATERIALS AND PROPER SLOPE PRIOR TO BACKFILLING OF THE TRENCHES.

7-1-106.5.5 CONCRETE OR MASONRY WALLS OR COLUMNS INSPECTION. WALLS AND COLUMNS SHALL BE INSPECTED AFTER ALL REINFORCING STEEL, AND IF APPLICABLE, CONDUITS AND OTHER PIPING ARE IN PLACE BUT PRIOR TO THE PLACEMENT OF CONCRETE OR GROUT. FOR CONCRETE WALLS OR COLUMNS, REQUIRED FORMS SHALL BE IN PLACE PRIOR TO INSPECTION. MASONRY WALLS OR COLUMNS CONSTRUCTED IN LIFTS SHALL REQUIRE AN INSPECTION PRIOR TO THE GROUTING OF EACH LIFT.

7-1-106.5.6 EXTERIOR STRAP AND SHEAR INSPECTION. EXTERIOR WALLS SHALL BE INSPECTED AFTER THE SHEATHING (USED FOR BRACING/SHEAR); WALL BRACING, METAL STRAPS OR ANCHORING DEVICES ARE IN PLACE BUT PRIOR TO THE INSTALLATION OF THE WEATHER-RESISTIVE BARRIER OR WALL COVERING.

7-1-106.5.7 ROUGH BUILDING SERVICE EQUIPMENT. ROUGH PLUMBING, GAS, MECHANICAL, OR ELECTRICAL SYSTEMS SHALL BE INSPECTED FOR APPROVED MATERIALS OR PROPER SLOPE BUT PRIOR TO CONCEALING BY THE BUILDING FINISH MATERIALS. WHEN APPLICABLE, THE SYSTEMS SHALL BE UNDER THE PRESCRIBED TESTS REQUIRED BY THE TECHNICAL CODES. WHEN APPLICABLE, THESE INSPECTIONS MAY BE COMPLETED IN CONJUNCTION WITH A FRAME INSPECTION.

7-1-106.5.8 FRAME INSPECTION. FRAMING INSPECTIONS SHALL BE MADE AFTER THE ROOF DECK OR SHEATHING, ALL FRAMING, FIREBLOCKING, DRAFTSTOPPING AND BRACING ARE IN PLACE, PIPES, CHIMNEYS AND VENTS TO BE CONCEALED ARE COMPLETE, THE ROUGH BUILDING SERVICE EQUIPMENT HAS BEEN APPROVED, AFTER THE ROOF IS LOADED WITH ROOF COVERING MATERIAL AND THE BUILDING HAS BEEN DRIED-IN.

7-1-106.5.9 ENERGY EFFICIENCY INSPECTION. INSULATION INSPECTION SHALL BE MADE AFTER FRAME AND EXTERIOR LATH INSPECTION AND ALL ROUGH PLUMBING, MECHANICAL, GAS, AND ELECTRICAL SYSTEMS ARE APPROVED AND PRIOR TO COVERING OR CONCEALMENT. BLOWN OR SPRAYED ROOF/CEILING INSULATION MAY BE VERIFIED BEFORE FINAL INSPECTION WITH MARKERS AFFIXED TO THE TRUSSES OR JOISTS AND MARKED WITH THE INSULATION THICKNESS BY ONE INCH (25.5 MM) HIGH NUMBERS. A MINIMUM OF ONE (1) MARKER PROVIDED FOR EACH 300 SQUARE FEET OF AREA WITH NUMBERS TO FACE THE ATTIC ACCESS OPENING. IN LIEU OF AN INSULATION INSPECTION, A CERTIFICATION FROM THE INSULATION INSTALLER MAY BE SUBMITTED.

7-1-106.5.10 MOISTURE BARRIER. A MOISTURE BARRIER INSPECTION SHALL BE PERFORMED AFTER ALL FLASHINGS, WINDOWS, AND MOISTURE BARRIER IS INSTALLED PRIOR TO THE INSTALLATION OF ANY EXTERIOR WALL COVERING.

7-1-106.5.11 LATH AND GYPSUM BOARD INSPECTION. LATH AND GYPSUM BOARD INSPECTIONS SHALL BE MADE AFTER LATHING AND GYPSUM BOARD, INTERIOR AND, IF APPLICABLE, EXTERIOR, IS IN PLACE, BUT BEFORE ANY PLASTERING IS APPLIED OR GYPSUM BOARD JOINTS AND FASTENERS ARE TAPED AND FINISHED.

EXCEPTION: GYPSUM BOARD THAT IS NOT PART OF A FIRE-RESISTANCE-RATED ASSEMBLY OR A SHEAR ASSEMBLY.

7-1-106.5.12 FIRE-RESISTANT PENETRATIONS. PROTECTION OF JOINTS AND PENETRATIONS IN FIRE-RESISTANCE-RATED ASSEMBLIES SHALL NOT BE CONCEALED FROM VIEW UNTIL INSPECTED AND APPROVED. WHEN APPLICABLE, THIS INSPECTION SHALL BE DONE IN CONJUNCTION WITH THE GYPSUM BOARD INSPECTION PRIOR TO JOINTS AND FASTENERS BEING TAPED AND FINISHED.

7-1-106.5.13 OTHER INSPECTIONS. IN ADDITION TO THE INSPECTIONS SPECIFIED ABOVE, THE BUILDING OFFICIAL IS AUTHORIZED TO MAKE OR REQUIRE OTHER INSPECTIONS OF ANY CONSTRUCTION WORK TO ASCERTAIN COMPLIANCE WITH THE PROVISIONS OF THIS CHAPTER OR THE TECHNICAL CODES AND OTHER LAWS ENFORCED BY THE BUILDING DIVISION.

7-1-106.5.14 SPECIAL INSPECTIONS. SPECIAL INSPECTIONS AND STRUCTURAL OBSERVATIONS SHALL BE AS REQUIRED IN SECTION 1704 OF THE BUILDING CODE IN ACCORDANCE WITH SECTION 7-1-106.4 OF THIS CHAPTER. SPECIAL INSPECTIONS ARE IN ADDITION TO, NOT IN LIEU OF, THE INSPECTIONS CONDUCTED BY THE BUILDING OFFICIAL.

7-1-106.5.15 FINAL INSPECTION. THE FINAL INSPECTION SHALL BE MADE AFTER ALL WORK SHOWN ON THE CONSTRUCTION DOCUMENTS OR AS REQUIRED BY THE PERMIT IS COMPLETED.

7-1-106.6 BUILDING SERVICE EQUIPMENT. BUILDING SERVICE EQUIPMENT REGULATED BY THE TECHNICAL CODES SHALL NOT BE CONNECTED TO THE FUEL OR POWER SUPPLY, OR WATER OR SEWER SYSTEMS UNTIL AUTHORIZED BY THE BUILDING OFFICIAL. THE REQUIREMENTS OF THIS CHAPTER SHALL NOT BE CONSIDERED AS PROHIBITING THE OPERATION OF BUILDING SERVICE EQUIPMENT INSTALLED TO REPLACE EXISTING BUILDING SERVICE EQUIPMENT SERVING AN OCCUPIED PORTION OF THE BUILDING PROVIDED AN INSPECTION OF SUCH BUILDING SERVICE EQUIPMENT HAS BEEN COMPLETED AND APPROVED FOR USE.

7-1-106.7 INSPECTION AGENCIES. THE BUILDING OFFICIAL IS AUTHORIZED TO ACCEPT REPORTS OF APPROVED INSPECTION AGENCIES, PROVIDED SUCH

AGENCIES SATISFY THE REQUIREMENTS AS TO QUALIFICATIONS AND RELIABILITY.

7-1-106.8 INSPECTION REQUESTS. IT SHALL BE THE DUTY OF THE HOLDER OF THE PERMIT OR THE AUTHORIZED AGENT TO NOTIFY THE BUILDING OFFICIAL WHEN WORK IS READY FOR INSPECTION. IT SHALL BE THE DUTY OF THE PERMIT HOLDER TO PROVIDE ACCESS TO AND MEANS FOR THE INSPECTION OF SUCH WORK AS REQUIRED BY THIS CHAPTER. THE BUILDING OFFICIAL MAY REQUIRE THAT EVERY REQUEST FOR INSPECTION BE FILED AT LEAST ONE WORKING DAY BEFORE SUCH INSPECTION IS DESIRED.

7-1-106.9 APPROVAL REQUIRED. WORK SHALL NOT BE DONE BEYOND THE POINT INDICATED IN EACH SUCCESSIVE INSPECTION WITHOUT FIRST OBTAINING THE APPROVAL OF THE BUILDING OFFICIAL. THE BUILDING OFFICIAL, UPON NOTIFICATION, SHALL MAKE THE REQUESTED INSPECTIONS AND SHALL EITHER INDICATE THE PORTION OF THE CONSTRUCTION THAT IS SATISFACTORY AS COMPLETED, OR NOTIFY THE PERMIT HOLDER OR AUTHORIZED REPRESENTATIVE WHEREIN THE SAME FAILS TO COMPLY WITH THIS CHAPTER OR THE TECHNICAL CODES. ANY PORTIONS THAT DO NOT COMPLY SHALL BE CORRECTED AND SHALL NOT BE COVERED OR CONCEALED UNTIL AUTHORIZED BY THE BUILDING OFFICIAL. THERE SHALL BE A FINAL INSPECTION AND APPROVAL OF ALL CONSTRUCTION WHEN THE WORK IS COMPLETED AND PRIOR TO ANY OCCUPANCY OR USE.

7-1-106.10 RE-INSPECTION. A RE-INSPECTION FEE MAY BE ASSESSED FOR EACH INSPECTION OR RE-INSPECTION WHEN SUCH PORTION OF WORK FOR WHICH INSPECTION IS CALLED IS NOT COMPLETE OR WHEN CORRECTIONS CALLED FOR ARE NOT MADE. THIS SECTION IS NOT TO BE INTERPRETED AS REQUIRING RE-INSPECTION FEES THE FIRST TIME A JOB IS REJECTED FOR FAILURE TO COMPLY WITH THE REQUIREMENTS OF THE TECHNICAL CODES, BUT AS CONTROLLING THE PRACTICE OF CALLING FOR INSPECTIONS BEFORE THE JOB IS READY FOR SUCH INSPECTION OR RE-INSPECTION. RE-INSPECTION FEES MAY BE ASSESSED:

- **WHEN THE INSPECTION RECORD CARD IS NOT POSTED OR OTHERWISE AVAILABLE ON THE WORK SITE.**
- **WHEN THE APPROVED PLANS ARE NOT READILY AVAILABLE TO THE INSPECTOR.**
- **FOR FAILURE TO PROVIDE ACCESS ON THE DATE FOR WHICH INSPECTION IS REQUESTED.**
- **FOR DEVIATING FROM APPROVED PLANS THEREBY REQUIRING THE APPROVAL OF THE BUILDING OFFICIAL.**
- **WHEN REQUESTED WORK IS NOT READY FOR INSPECTION.**

TO OBTAIN A RE-INSPECTION, THE APPLICANT SHALL PAY THE RE-INSPECTION FEE AS SET FORTH IN THE FEE SCHEDULE ADOPTED BY THIS

JURISDICTION. IN INSTANCES WHERE RE-INSPECTION FEES HAVE BEEN ASSESSED, ADDITIONAL INSPECTION OF THE WORK WILL NOT BE PERFORMED UNTIL THE REQUIRED FEES HAVE BEEN PAID.

7-1-106.11 CONNECTION TO UTILITIES. NO PERSON SHALL MAKE CONNECTIONS FROM A UTILITY, SOURCE OF ENERGY, FUEL OR POWER TO ANY BUILDING OR BUILDING SERVICE EQUIPMENT, REGULATED BY THE TECHNICAL CODES FOR WHICH A PERMIT IS REQUIRED BY THIS CHAPTER, UNTIL APPROVED BY THE BUILDING OFFICIAL.

THE BUILDING OFFICIAL MAY AUTHORIZE THE TEMPORARY CONNECTION OF THE BUILDING SERVICE EQUIPMENT TO THE UTILITY SOURCE OF ENERGY, FUEL OR POWER FOR CONSTRUCTION POWER, TESTING OF BUILDING SERVICE EQUIPMENT OR FOR USE UNDER A TEMPORARY CERTIFICATE OF OCCUPANCY.

SECTION 7-1-107 CERTIFICATE OF OCCUPANCY AND FINAL APPROVALS

7-1-107.1 USE AND OCCUPANCY. NO BUILDING OR STRUCTURE SHALL BE USED OR OCCUPIED, AND NO CHANGE IN THE EXISTING OCCUPANCY CLASSIFICATION OF A BUILDING OR STRUCTURE OR PORTION THEREOF SHALL BE MADE UNTIL THE BUILDING OFFICIAL HAS ISSUED A CERTIFICATE OF OCCUPANCY THEREFORE AS PROVIDED HEREIN. ISSUANCE OF A CERTIFICATE OF OCCUPANCY SHALL NOT BE CONSTRUED AS AN APPROVAL OF A VIOLATION OF THE PROVISIONS OF THIS CHAPTER, THE TECHNICAL CODES OR OTHER ORDINANCES OF THE JURISDICTION.

7-1-107.2 LETTER OF COMPLIANCE. THE BUILDING OFFICIAL IS AUTHORIZED TO ISSUE A LETTER OF COMPLIANCE FOR A BUILDING OR STRUCTURE PERMITTED AS A BASIC OR SHELL BUILDING, WHICH CANNOT BE OCCUPIED. IF AFTER A FINAL INSPECTION OF THE BUILDING OR STRUCTURE, AND ANY ELECTRICAL, FIRE PROTECTION, PLUMBING, MECHANICAL, GAS OR SIMILAR SYSTEMS SHOWN ON THE APPROVED PLANS THERE ARE NO VIOLATIONS TO THE PROVISIONS OF THIS CHAPTER, THE TECHNICAL CODES OR OTHER LAWS AND ORDINANCES THAT ARE ENFORCED BY THE BUILDING DIVISION, THE PERMIT HOLDER MAY REQUEST SUCH LETTER OF COMPLIANCE. THE LETTER OF COMPLIANCE CERTIFIES THAT THE WORK PERFORMED UNDER THE PERMIT HAS BEEN SATISFACTORILY COMPLETED, BUT DOES NOT AUTHORIZE THE OCCUPANCY OF A BASIC OR SHELL BUILDING OR STRUCTURE.

THE LETTER OF COMPLIANCE SHALL CONTAIN THE FOLLOWING:

- 1. THE BUILDING PERMIT NUMBER.**

2. THE ADDRESS OF THE STRUCTURE.
3. A DESCRIPTION OF THE BUILDING, CONSTRUCTION TYPE, PROPOSED OCCUPANCY TYPE AND BUILDING AREA.
4. A STATEMENT THAT THE PERMITTED WORK HAS BEEN INSPECTED FOR COMPLIANCE WITH THE REQUIREMENTS OF THIS CHAPTER AND THE TECHNICAL CODES.
5. THE NAME AND SIGNATURE OF THE BUILDING OFFICIAL OR DESIGNEE.

7-1-107.3 CERTIFICATE OF OCCUPANCY. AFTER THE BUILDING OFFICIAL INSPECTS THE BUILDING OR STRUCTURE AND FINDS NO VIOLATIONS OF THE PROVISIONS OF THIS CHAPTER, THE TECHNICAL CODES OR OTHER LAWS THAT ARE ENFORCED BY THE BUILDING DIVISION, THE BUILDING OFFICIAL IS AUTHORIZED TO ISSUE A CERTIFICATE OF OCCUPANCY THAT CONTAINS THE FOLLOWING:

1. THE BUILDING PERMIT NUMBER.
2. THE ADDRESS OF THE BUILDING OR STRUCTURE.
3. THE TYPE OF CONSTRUCTION AS DEFINED IN SECTION 602.1 OF THE BUILDING CODE.
4. THE OCCUPANCY, IN ACCORDANCE WITH THE PROVISIONS OF SECTION 302.1 OF THE BUILDING CODE.
5. THE AREA OF EACH OCCUPANCY WITHIN THE BUILDING FOR WHICH THE PERMIT WAS ISSUED.
6. THE OCCUPANT LOAD OF EACH OCCUPANCY FOR WHICH THE PERMIT WAS ISSUED.
7. INDICATE WHETHER AN AUTOMATIC SPRINKLER SYSTEM IS PROVIDED IN THE BUILDING OR STRUCTURE.
8. A STATEMENT THAT THE DESCRIBED PORTION OF THE STRUCTURE HAS BEEN INSPECTED FOR COMPLIANCE WITH THE REQUIREMENTS OF THIS CHAPTER AND THE TECHNICAL CODES FOR THE OCCUPANCY AND DIVISION OF OCCUPANCY AND THE USE FOR WHICH THE PROPOSED OCCUPANCY IS CLASSIFIED.
9. THE NAME AND SIGNATURE OF THE BUILDING OFFICIAL OR DESIGNEE.

10. ANY SPECIAL STIPULATIONS AND CONDITIONS OF THE BUILDING PERMIT.

7-1-107.4 TEMPORARY CERTIFICATE OF OCCUPANCY. THE BUILDING OFFICIAL IS AUTHORIZED TO ISSUE A TEMPORARY CERTIFICATE OF OCCUPANCY BEFORE THE COMPLETION OF THE ENTIRE WORK COVERED BY THE PERMIT, PROVIDED THAT SUCH PORTION OR PORTIONS SHALL BE OCCUPIED SAFELY. THE BUILDING OFFICIAL SHALL SET THE CONDITIONS, IF ANY, AND THE TIME PERIOD DURING WHICH THE TEMPORARY CERTIFICATE OF OCCUPANCY IS VALID.

7-1-107.5 REVOCATION. THE BUILDING OFFICIAL IS AUTHORIZED TO SUSPEND OR REVOKE, IN WRITING, A CERTIFICATE OF OCCUPANCY, LETTER OF COMPLIANCE OR TEMPORARY CERTIFICATE OF OCCUPANCY ISSUED UNDER THE PROVISIONS OF THIS CHAPTER WHEREVER SUCH CERTIFICATE IS ISSUED IN ERROR, OR ON THE BASIS OF INCORRECT INFORMATION SUPPLIED, OR WHERE IT IS DETERMINED THE BUILDING OR STRUCTURE OR PORTION THEREOF IS IN VIOLATION OF ANY ORDINANCE OR REGULATION OR ANY OF THE PROVISIONS OF THIS CHAPTER OR THE TECHNICAL CODES.

7-1-107.6 POSTING. THE CERTIFICATE OF OCCUPANCY SHALL BE POSTED IN A CONSPICUOUS PLACE WITHIN THE PREMISES.

SECTION 7-1-108 UNSAFE STRUCTURES AND EQUIPMENT

7-1-108.1 GENERAL. STRUCTURES OR BUILDING SERVICE EQUIPMENT THAT ARE OR HEREAFTER BECOME STRUCTURALLY UNSAFE, UNSANITARY OR DEFICIENT BECAUSE OF INADEQUATE MEANS OF EGRESS FACILITIES, INADEQUATE LIGHT AND VENTILATION, OR THAT CONSTITUTE A FIRE HAZARD, OR ARE OTHERWISE DANGEROUS TO HUMAN LIFE OR WHICH IN RELATION TO EXISTING USE CONSTITUTES A HAZARD TO SAFETY OR HEALTH, OR PUBLIC WELFARE, BY REASON OF INADEQUATE MAINTENANCE, DILAPIDATION, OBSOLESCENCE, FIRE HAZARD, OR ABANDONMENT, AS SPECIFIED IN THIS CHAPTER, TECHNICAL CODES OR ANY OTHER EFFECTIVE ORDINANCE, ARE FOR THE PURPOSE OF THIS SECTION, UNSAFE BUILDINGS. A VACANT STRUCTURE THAT IS NOT SECURED AGAINST ENTRY SHALL BE DEEMED AN UNSAFE CONDITION. UNSAFE CONDITIONS AND STRUCTURES SHALL BE TAKEN DOWN, REMOVED OR MADE SAFE, AS THE BUILDING OFFICIAL DEEMS NECESSARY AND AS PROVIDED IN THIS CHAPTER. ALL SUCH UNSAFE BUILDINGS ARE HEREBY DECLARED TO BE PUBLIC NUISANCES AND SHALL BE ABATED BY REPAIR, REHABILITATION, DEMOLITION OR REMOVAL IN ACCORDANCE WITH THE PROCEDURE SPECIFIED IN SECTIONS 7-1-108.2, 7-1-108.3, 7-1-108.4 AND 7-1-108.5.

7-1-108.1.2 UNSAFE BUILDINGS APPENDAGES. PARAPET WALLS, CORNICES, SPIRES, TOWERS, TANKS, STATUARY AND OTHER APPENDAGES OR STRUCTURAL MEMBERS WHICH ARE SUPPORTED BY, ATTACHED TO, OR A PART OF A BUILDING AND WHICH ARE IN A DETERIORATED CONDITION OR ARE OTHERWISE UNABLE TO SUSTAIN THE DESIGN LOADS WHICH ARE SPECIFIED IN THIS CODE, ARE HEREBY DESIGNATED AS UNSAFE BUILDING APPENDAGES. ALL SUCH UNSAFE BUILDING APPENDAGES ARE PUBLIC NUISANCES AND SHALL BE ABATED IN ACCORDANCE WITH SECTION 7-1-108.1 OF THIS CHAPTER.

7-1-108.2 NOTICE TO OWNER. THE BUILDING OFFICIAL SHALL EXAMINE OR CAUSE TO BE EXAMINED EVERY BUILDING OR STRUCTURE OR PORTION THEREOF REPORTED AS DANGEROUS OR DAMAGED AND, IF SUCH IS FOUND TO BE AN UNSAFE BUILDING AS DEFINED IN THIS SECTION, THE BUILDING OFFICIAL SHALL GIVE TO THE OWNER OF SUCH BUILDING OR STRUCTURE WRITTEN NOTICE STATING THE DEFECTS THEREOF. THIS NOTICE MAY REQUIRE THE OWNER OR PERSON IN CHARGE OF THE BUILDING PREMISES, WITHIN 48 HOURS, TO COMMENCE EITHER THE REQUIRED REPAIRS OR IMPROVEMENTS OR DEMOLITION AND REMOVAL OF THE BUILDING OR STRUCTURE OR PORTIONS THEREOF, AND ALL SUCH WORK SHALL BE COMPLETED WITHIN 90 DAYS FROM THE DATE OF NOTICE, UNLESS OTHERWISE STIPULATED BY THE BUILDING OFFICIAL. IF NECESSARY, SUCH NOTICE ALSO SHALL REQUIRE THE BUILDING, STRUCTURE OR PORTION THEREOF TO BE VACATED FORTHWITH AND NOT REOCCUPIED UNTIL THE REQUIRED REPAIRS AND IMPROVEMENTS ARE COMPLETED, INSPECTED, AND APPROVED BY THE BUILDING OFFICIAL.

7-1-108.2.1 PROPER SERVICE. PROPER SERVICE OF SUCH NOTICE SHALL BE BY ONE OF THE FOLLOWING METHODS; PERSONAL SERVICE UPON THE OWNER OF RECORD, IF FOUND WITHIN THE TOWN LIMITS; IF NOT FOUND WITHIN THE TOWN LIMITS, SUCH SERVICE MAY BE MADE UPON SAID OWNER BY FIRST CLASS MAIL, POSTAGE PAID, ADDRESSED TO THE OWNER, OCCUPANT, AGENT, MANAGER OR RESPONSIBLE PERSON AT THE LAST KNOW ADDRESS; DELIVERED IN ANY MANNER PERMITTED BY THE ARIZONA RULES OF CIVIL PROCEDURE FOR SERVICE OF PROCESS OR POSTED IN A CONSPICUOUS PLACE ON OR ABOUT THE ENTRANCE OF THE STRUCTURE AFFECTED BY SUCH NOTICE. SERVICE BY MAIL IS DEEMED COMPLETE UPON DEPOSIT IN THE U.S. MAIL. SERVICE OF SUCH NOTICE IN THE FOREGOING MANNER UPON THE OWNER'S AGENT OR UPON THE PERSON RESPONSIBLE FOR THE STRUCTURE SHALL CONSTITUTE SERVICE OF NOTICE UPON THE OWNER. THE DESIGNATED PERIOD WITHIN WHICH SAID OWNER OR PERSON IN CHARGE IS REQUIRED TO COMPLY WITH THE ORDER OF THE BUILDING OFFICIAL SHALL BEGIN AS OF THE DATE SUCH NOTICE WAS MAILED, RECEIVED OR POSTED.

7-1-108.3 POSTING OF SIGNS. THE BUILDING OFFICIAL SHALL CAUSE TO BE POSTED AT EACH ENTRANCE TO SUCH BUILDING A NOTICE TO READ: DO NOT ENTER UNSAFE TO OCCUPY BY ORDER OF THE COMMUNITY DEVELOPMENT DEPARTMENT, OF THE TOWN OF CAMP VERDE. SUCH NOTICE SHALL REMAIN POSTED UNTIL THE REQUIRED REPAIRS, DEMOLITION OR REMOVAL ARE COMPLETED. SUCH NOTICE SHALL NOT BE REMOVED WITHOUT WRITTEN PERMISSION OF THE BUILDING OFFICIAL AND NO PERSON SHALL ENTER THE BUILDING EXCEPT FOR THE PURPOSE OF MAKING THE REQUIRED REPAIRS OR OF DEMOLISHING THE BUILDING.

7-1-108.4 RIGHT TO DEMOLISH. IN CASE THE OWNER SHALL FAIL, NEGLECT OR REFUSE TO COMPLY WITH THE NOTICE TO REPAIR, REHABILITATE, OR TO DEMOLISH AND REMOVE SAID BUILDING OR STRUCTURE OR PORTION THEREOF, THE TOWN COUNCIL MAY ORDER THE OWNER OF THE BUILDING PROSECUTED AS A VIOLATOR OF THE PROVISIONS OF THIS CODE AND MAY ORDER THE BUILDING OFFICIAL TO PROCEED WITH THE WORK SPECIFIED IN SUCH NOTICE.

7-1-108.5 COSTS. COSTS INCURRED UNDER SECTION 7-1-108.4 SHALL BE PAID OUT OF THE TOWN TREASURY AND SHALL BE CHARGED TO THE OWNER AND COLLECTED BY THE FINANCIAL DIRECTOR IN THE MANNER SPECIFIED IN THE TOWN OF CAMP VERDE CODE.

7-1-108.6 RESTORATION. THE STRUCTURE OR BUILDING SERVICE EQUIPMENT DETERMINED TO BE UNSAFE SHALL BE PERMITTED TO BE RESTORED TO A SAFE CONDITION. TO THE EXTENT REPAIRS, ALTERATIONS OR ADDITIONS ARE MADE OR A CHANGE OF OCCUPANCY OCCURS DURING THE RESTORATION OF THE STRUCTURE, SUCH REPAIRS, ALTERATIONS, ADDITIONS OR CHANGE OF OCCUPANCY SHALL COMPLY WITH THE REQUIREMENTS OF THIS CHAPTER AND THE TECHNICAL CODES.

SECTION 7-1-109 VIOLATIONS

7-1-109.1 UNLAWFUL ACTS. IT SHALL BE UNLAWFUL FOR ANY PERSON, FIRM OR CORPORATION TO ERECT, CONSTRUCT, ALTER, EXTEND, REPAIR, MOVE, REMOVE, DEMOLISH OR OCCUPY ANY BUILDING, STRUCTURE OR BUILDING SERVICE EQUIPMENT REGULATED BY THIS CHAPTER AND THE TECHNICAL CODES, OR CAUSE SAME TO BE DONE, IN CONFLICT WITH OR IN VIOLATION OF ANY OF THE PROVISIONS OF THIS CHAPTER AND THE TECHNICAL CODES.

7-1-109.2 ILLEGAL BUILDING. EVERY BUILDING OR PORTION THEREOF CONSTRUCTED WITHOUT A BUILDING PERMIT WHERE REQUIRED BY THIS CHAPTER, SHALL BE MADE TO CONFORM TO THE PROVISIONS OF THIS CHAPTER AND THE TECHNICAL CODES OR SHALL BE DEMOLISHED.

7-1-109.3 NOTICE OF VIOLATION. THE BUILDING OFFICIAL IS AUTHORIZED TO SERVE A NOTICE OF VIOLATION OR ORDER ON THE BUILDING OWNER, THE OWNER'S AGENT OR PERSON RESPONSIBLE FOR THE ERECTION, CONSTRUCTION, ALTERATION, EXTENSION, REPAIR, MOVING, REMOVAL, DEMOLITION OR OCCUPANCY OF A BUILDING, STRUCTURE OR BUILDING SERVICE EQUIPMENT IN VIOLATION OF THE PROVISIONS OF THIS CHAPTER, THE TECHNICAL CODES OR IN VIOLATION OF A PERMIT OR CERTIFICATE ISSUED UNDER THE PROVISIONS OF THIS CHAPTER. SERVICE OF SUCH NOTICE SHALL BE AS DESCRIBED IN SECTION 7-1-108.2.1 OF THIS CHAPTER. SUCH ORDER SHALL DIRECT THE DISCONTINUANCE OF THE ILLEGAL ACTION OR CONDITION AND THE ABATEMENT OF THE VIOLATION.

7-1-109.4 PROSECUTION OF VIOLATION. IF THE NOTICE OF VIOLATION IS NOT COMPLIED WITHIN THE TIME FRAME SPECIFIED IN THE NOTICE, THE TOWN MAY INSTITUTE THE APPROPRIATE PROCEEDING AT LAW, OR IN EQUITY TO RESTRAIN, CORRECT OR ABATE SUCH VIOLATION, OR TO REQUIRE THE REMOVAL OR TERMINATION OF THE UNLAWFUL OCCUPANCY OF THE BUILDING OR STRUCTURE IN VIOLATION OF THE PROVISIONS OF THIS CHAPTER OR OF THE TECHNICAL CODES OR OF THE ORDER OR DIRECTION MADE PURSUANT THERETO.

7-1-109.5 REMEDIES NOT EXCLUSIVE. VIOLATIONS OF THIS CHAPTER OR THE TECHNICAL CODES ARE IN ADDITION TO ANY OTHER VIOLATION ESTABLISHED BY LAW, AND THIS CHAPTER AND SHALL NOT BE INTERPRETED AS LIMITING THE PENALTIES, ACTIONS, OR ABATEMENT PROCEDURES THAT MAY BE TAKEN BY THE TOWN OR OTHER PERSONS UNDER THE LAWS, ORDINANCES OR RULES.

7-1-109.6 VIOLATION PENALTIES. ANY PERSON, FIRM, OR CORPORATION WHO SHALL VIOLATE ANY OF THE PROVISIONS OF THIS CHAPTER AND THE TECHNICAL CODES MAY BE SUBJECT TO ONE OR MORE OF THE PENALTIES AS PRESCRIBED IN THE TOWN OF CAMP VERDE CODE. CIVIL SANCTION: A FINE OF NOT LESS THAN ONE HUNDRED DOLLARS (\$100) NOR MORE THE ONE THOUSAND DOLLARS (\$1000) BUT TOTAL FINES SHALL NOT EXCEED TWO THOUSAND DOLLARS (\$2000) PER DAY FOR EACH PROPERTY.

CRIMINAL MISDEMEANOR: IF FOUND GUILTY OF A CLASS ONE MISDEMEANOR AND UPON CONVICTION SHALL BE PUNISHED BY A FINE NOT TO EXCEED TWO THOUSAND FIVE HUNDRED DOLLARS (\$2,500) OR BY IMPRISONMENT IN THE TOWN JAIL FOR A PERIOD NOT TO EXCEED SIX (6) MONTHS, OR BY BOTH SUCH FINE AND IMPRISONMENT.

SEPARATE OFFENSE: EACH DAY ANY VIOLATION IS CONTINUED OR THE FAILURE TO PERFORM ANY ACT OR DUTY REQUIRED BY THIS SECTION SHALL CONSTITUTE A SEPARATE VIOLATION OR OFFENSE.

SECTION 7-1-110 BOARD OF APPEALS

7-1-110.1 GENERAL. IN ORDER TO HEAR AND DECIDE APPEALS OF ORDERS, DECISIONS OR DETERMINATIONS MADE BY THE BUILDING OFFICIAL RELATIVE TO THE APPLICATION AND INTERPRETATION OF THIS CHAPTER AND THE TECHNICAL CODES, THERE SHALL BE AND IS HEREBY CREATED ONE OR MORE BOARD OF APPEALS CONSISTING OF MEMBERS WHO ARE QUALIFIED BY EXPERIENCE AND TRAINING TO PASS ON MATTERS PERTAINING TO BUILDING CONSTRUCTION AND WHO ARE NOT EMPLOYEES OF THE TOWN. THE BUILDING OFFICIAL SHALL BE THE EX-OFFICIO MEMBER OF AND SHALL ACT AS SECRETARY TO THE BOARD BUT SHALL HAVE NO VOTE ON ANY MATTER BEFORE THE BOARD.

7-1-110.2 LIMITATIONS ON AUTHORITY. THE BOARD OF APPEALS SHALL HAVE NO AUTHORITY RELATIVE TO INTERPRETATION OF THIS CHAPTER NOR SHALL THE BOARD BE EMPOWERED TO WAIVE REQUIREMENTS OF THE TECHNICAL CODES.

7-1-110.3 CREATED, COMPOSITION.

7-1-110.4 APPOINTMENT, TERMS AND VACANCIES. APPOINTMENTS AND TERMS OF MEMBERS SHALL BE IN ACCORDANCE WITH THE TOWN CHARTER. IN THE EVENT OF THE UNEXCUSED ABSENCE OF A MEMBER FROM THREE (3) CONSECUTIVE MEETINGS, THE POSITION SHALL BE DEEMED VACANT. VACANCIES SHALL BE FILLED IN ACCORDANCE WITH THE TOWN CHARTER FOR THE UNEXPIRED TERM OF ANY MEMBER UNABLE OR INELIGIBLE TO SERVE. A MEMBER WHOSE TERM EXPIRES MAY SERVE UNTIL A SUCCESSOR HAS BEEN APPOINTED. THE TOWN COUNCIL MAY REMOVE ANY MEMBER FOR CAUSE OR SERVE AS THE BOARD OF APPEALS.

7-1-110.5 OFFICERS. THE BOARD SHALL ELECT A CHAIRMAN AND VICE-CHAIRMAN FROM AMONG ITS MEMBERS, NEITHER OF WHO SHALL BE AN EX OFFICIO MEMBER. THE CHAIRMAN AND VICE-CHAIRMAN SHALL EACH SERVE FOR A ONE-YEAR PERIOD OR UNTIL THEIR SUCCESSORS ARE ELECTED.

7-1-110.6 MEETINGS. THE BOARD SHALL HOLD ONE REGULAR MEETING EVERY THREE (3) MONTHS OR WHEN THERE IS PENDING BUSINESS. SPECIAL MEETINGS MAY BE CALLED BY THE COMMUNITY DEVELOPMENT DIRECTOR OR AT THE REQUEST OF THE CHAIRMAN OR ANY THREE (3) MEMBERS. THE AFFIRMATIVE VOTE OF ~~THREE~~ FOUR (3) (4) MEMBERS SHALL BE REQUIRED FOR PASSAGE OF ANY MATTER BEFORE THE BOARD.

7-1-110.7 POWERS, DUTIES, RESPONSIBILITIES.

1. THE BOARD, ON REQUEST OR ON ITS OWN MOTION, MAY INTERPRET THE TECHNICAL PROVISIONS OF THE BUILDING CODE IN SPECIAL CASES WHEN IT APPEARS THAT THE PROVISIONS OF THE CODE ARE INADEQUATE AND DO NOT COVER THE POINT IN QUESTION, AND MAY RECOMMEND TO THE COUNCIL SUCH NEW LEGISLATION AS IS CONSISTENT THEREWITH.
2. THE BOARD MAY GRANT A VARIANCE TO THE TECHNICAL PROVISIONS OF THE BUILDING CODE WHEN IT CAN BE ESTABLISHED THAT A MANIFEST INJUSTICE WOULD BE DONE. A VARIANCE SHALL NOT BE GRANTED BY THE BOARD UNLESS IT IS FOUND THAT:
 - A. SPECIAL CIRCUMSTANCES OR CONDITIONS APPLY TO THE REQUEST; AND
 - B. GRANTING THE VARIANCE IS NECESSARY FOR THE PRESERVATION AND ENJOYMENT OF SUBSTANTIAL PROPERTY RIGHTS; AND
 - C. GRANTING THE VARIANCE WILL NOT BE MATERIALLY DETRIMENTAL TO PERSONS RESIDING OR WORKING IN THE PREMISES, TO ADJACENT OR SURROUNDING PROPERTY OR TO THE PUBLIC IN GENERAL; AND
 - D. GRANTING THE VARIANCE WILL BE IN HARMONY WITH THE PURPOSES SOUGHT TO BE ATTAINED BY THE BUILDING CODE.

EACH CASE SHALL BE EVALUATED ON ITS INDIVIDUAL MERITS AND SHALL NOT BE CONSTRUED TO SET A PRECEDENT FOR DEVIATING FROM THE REQUIREMENTS OF THE BUILDING CODE. THE FINDINGS OF THE BOARD SHALL BE BINDING UPON ALL PARTIES EXCEPT AS PROVIDED UNDER SECTION 7-1-110.9.

3. THE BOARD MAY APPROVE THE USE OF THE ALTERNATE MATERIALS OR METHODS OF CONSTRUCTION, PROVIDED THE ALTERNATE MATERIALS OR METHOD IS, FOR THE PURPOSE INTENDED, AT LEAST THE EQUIVALENT OF THAT PRESCRIBED BY THE BUILDING CODE IN SUITABILITY, STRENGTH, EFFECTIVENESS, FIRE RESISTANCE, DURABILITY, SAFETY AND SANITATION.
4. THE BOARD MAY ADOPT SUCH RULES AND REGULATIONS NECESSARY FOR THE DISCHARGE OF ITS DUTIES, PROVIDED SAID RULES ARE NOT IN CONFLICT WITH THE CHARTER OR THIS CODE.
5. THE BOARD IS EMPOWERED TO CALL UPON THE TOWN ATTORNEY'S

OFFICE FOR LEGAL COUNSEL AND UPON ANY OTHER OFFICE OR BOARD TO AID AND ASSIST THE BOARD IN ITS DELIBERATIONS.

7-1-110.8 APPEAL FROM DECISION OF THE BUILDING OFFICIAL.

- 1. ANY PERSON DISSATISFIED WITH A DECISION OF THE BUILDING OFFICIAL APPLYING TO THE TECHNICAL PROVISIONS OF THE BUILDING CODE OR TO AN ALTERNATE MATERIAL OR METHOD OF CONSTRUCTION MAY REQUEST A HEARING BEFORE THE BOARD BY FILING AN APPEAL WITH THE COMMUNITY DEVELOPMENT DIRECTOR ON A FORM PROVIDED THEREFORE. SUCH APPEAL SHALL BE HEARD AT THE NEXT REGULAR MEETING OF THE BOARD UNLESS SUCH APPEAL IS FILED WITHIN TWENTY-ONE (21) DAYS PRECEDING THE NEXT REGULAR BOARD MEETING, IN WHICH CASE SUCH APPEAL SHALL BE HEARD AT THE NEXT SUCCEEDING REGULAR OR SPECIAL BOARD MEETING.**
- 2. ALL HEARINGS SHALL BE OPEN TO THE PUBLIC AND ANY PERSON WHOSE INTEREST MAY BE AFFECTED BY THE DECISION SHALL BE GIVEN AN OPPORTUNITY TO BE HEARD.**
- 3. THE BOARD SHALL RENDER ALL ITS DECISIONS ON APPEALS IN WRITING TO THE APPELLANT WITH A COPY TO THE COMMUNITY DEVELOPMENT DIRECTOR AND BUILDING OFFICIAL.**

7-1-110.9 DECISION OF THE BOARD.

- 1. THE APPEAL SHALL BE IN WRITING AND SHALL BE FILED WITH THE TOWN CLERK.**
- 2. THE BOARD DECISION ON THE MATTER SHALL BE PREDICATED ON THE SAME FINDINGS AS SET FORTH IN SECTION 7-1-110.7 AND SHALL BE FINAL.**

7-1-110.10 APPEAL FILING, FEES.

- 1. APPEALS SHALL BE FILED IN THE OFFICE OF THE COMMUNITY DEVELOPMENT DEPARTMENT ON A FORM PROVIDED THEREFORE. A FEE SHALL BE PAID AT THE TIME OF FILING OF AN APPEAL, IN ACCORDANCE WITH THE SCHEDULE ESTABLISHED BY TOWN COUNCIL.**
- 2. NO PART OF THE FEES REQUIRED HEREIN SHALL BE REFUNDABLE AFTER AN APPLICATION IS FILED AND THE FEE PAID.**

SECTION 7-1-111 FEES

7-1-111.1 PAYMENT OF FEES. A PERMIT SHALL NOT BE ISSUED NOR CONSIDERED VALID UNTIL THE APPLICABLE FEES ESTABLISHED AND ADOPTED BY THE TOWN OF CAMP VERDE TOWN COUNCIL IN ACCORDANCE WITH THE TOWN OF CAMP VERDE CODE HAVE BEEN PAID, NOR SHALL AN AMENDMENT TO A PERMIT BE RELEASED UNTIL THE ADDITIONAL FEE, IF ANY, HAS BEEN PAID.

7-1-111.2 SCHEDULE OF PERMIT FEES. ON BUILDINGS, STRUCTURES, ELECTRICAL, GAS, MECHANICAL, AND FIRE SYSTEMS OR ALTERATIONS THERETO REQUIRING A PERMIT, A FEE FOR EACH PERMIT SHALL BE PAID AS REQUIRED IN ACCORDANCE WITH THE SCHEDULE AS ESTABLISHED BY THE TOWN OF CAMP VERDE.

7-1-111.3 BUILDING PERMIT VALUATION. THE APPLICANT FOR A PERMIT SHALL PROVIDE AN ESTIMATED PERMIT VALUE AT THE TIME OF INITIAL APPLICATION. PERMIT VALUATIONS SHALL INCLUDE TOTAL VALUE OF WORK, INCLUDING MATERIALS AND LABOR, FOR WHICH THE PERMIT IS BEING ISSUED, SUCH AS FINISH WORK, PAINTING, ROOFING, ELECTRICAL, GAS, MECHANICAL, PLUMBING EQUIPMENT, HEATING, AIR-CONDITIONING, ELEVATORS, FIRE EXTINGUISHING SYSTEMS, OTHER PERMANENT SYSTEMS/EQUIPMENT, GRADING, LANDSCAPING, AND OTHER SITE RELATED IMPROVEMENTS. THE FINAL BUILDING PERMIT VALUATION SHALL BE THE GREATER OF THE APPLICANT'S STATED VALUATION OR THE VALUATION CALCULATED BY USING THE ICC BUILDING VALUATION DATA, EXCEPT THE BUILDING OFFICIAL OR DESIGNEE MAY SET THE FINAL BUILDING PERMIT VALUATION WHEN DEEMED NECESSARY.

7-1-111.4 PLAN REVIEW FEES. WHEN SECTION 7-1-105.1 REQUIRES SUBMITTAL DOCUMENTS, A PLAN REVIEW FEE SHALL BE PAID AT THE TIME OF SUBMITTING THE SUBMITTAL DOCUMENTS FOR PLAN REVIEW. SAID PLAN REVIEW FEE SHALL BE 65 PERCENT OF THE BUILDING PERMIT FEE AS SHOWN IN SCHEDULE AS ESTABLISHED BY THE TOWN OF CAMP VERDE.

THE PLAN REVIEW FEES SPECIFIED IN THIS SUBSECTION ARE SEPARATE FEES FROM THE PERMIT FEES SPECIFIED IN SECTION 7-1-110.1 AND ARE IN ADDITION TO THE PERMIT FEES.

WHEN SUBMITTAL DOCUMENTS ARE INCOMPLETE OR CHANGED SO AS TO REQUIRE ADDITIONAL PLAN REVIEW, AN ADDITIONAL PLAN REVIEW FEE SHALL BE CHARGED AT THE RATE SHOWN IN SCHEDULE AS ESTABLISHED BY THE TOWN OF CAMP VERDE.

THE PLAN REVIEW FEES PAY FOR THE INITIAL PLAN REVIEW AND TWO (2) SUBSEQUENT RE-SUBMITTALS FOR THE SAME PROJECT. IF MORE THAN THREE PLAN REVIEWS ARE REQUIRED, OR IF THE PERMIT APPLICATION SHALL EXPIRE BY TIME LIMITATION, ADDITIONAL PLAN REVIEW FEES MAY BE ASSESSED AS DETERMINED BY THE BUILDING OFFICIAL. AT THE TIME OF PERMIT ISSUANCE, ADDITIONAL PLAN REVIEW FEES FOR ANY INCREASE IN VALUATION SHALL BE ASSESSED IN CONJUNCTION WITH, AND AS A CONDITION OF, PERMIT ISSUANCE.

7-1-111.4.1 EXPEDITED PLAN REVIEW. EXPEDITED PLAN REVIEW FEES SHALL BE EQUAL TO THE AMOUNT OF THE PLAN REVIEW FEES REQUIRED BY THIS SECTION. EXPEDITED PLAN REVIEW FEES ARE SEPARATE FROM THE PLAN REVIEW AND PERMIT FEES REQUIRED BY THIS SECTION AND ARE IN ADDITION TO THOSE FEES.

7-1-111.5 INVESTIGATION FEES. ANY PERSON WHO COMMENCES WORK ON A BUILDING, STRUCTURE, ELECTRICAL, GAS, MECHANICAL OR PLUMBING SYSTEM BEFORE OBTAINING THE NECESSARY PERMITS SHALL BE SUBJECT TO AN INVESTIGATION FEE ESTABLISHED BY THE BUILDING OFFICIAL THAT SHALL BE IN ADDITION TO THE REQUIRED PERMIT FEES. THE INVESTIGATION FEE SHALL BE EQUAL TO THE PERMIT FEE REQUIRED BY THIS CHAPTER. THE PAYMENT OF SUCH INVESTIGATION FEE SHALL NOT EXEMPT AN APPLICANT FROM COMPLIANCE WITH ALL OTHER PROVISIONS OF THIS CHAPTER AND THE TECHNICAL CODES. AN INVESTIGATION FEE SHALL BE COLLECTED WHETHER OR NOT A PERMIT IS THEN OR SUBSEQUENTLY ISSUED.

7-1-111.6 FEE REFUNDS. THE BUILDING OFFICIAL MAY AUTHORIZE THE REFUNDING OF ANY FEE PAID HEREUNDER, WHICH WAS ERRONEOUSLY PAID OR COLLECTED.

THE BUILDING OFFICIAL MAY AUTHORIZE THE REFUNDING OF THAT PORTION OF THE PERMIT FEE IN EXCESS OF THE FEE FOR ISSUANCE WHEN NO INSPECTION HAS BEEN DONE FOR WHICH A PERMIT HAS BEEN ISSUED IN ACCORDANCE WITH THIS CODE.

THE BUILDING OFFICIAL MAY AUTHORIZE THE REFUNDING OF THAT PORTION OF THE PLAN REVIEW FEE IN EXCESS OF THE FEE FOR ISSUANCE WHEN THE APPLICATION FOR A PERMIT FOR WHICH A PLAN REVIEW FEE HAS BEEN PAID IS WITHDRAWN OR CANCELED BEFORE ANY PLAN REVIEWING IS DONE.

THE BUILDING OFFICIAL SHALL NOT AUTHORIZE THE REFUNDING OF ANY FEE PAID EXCEPT UPON WRITTEN APPLICATION FILED BY THE ORIGINAL PERMITTEE NOT LATER THAN 180 DAYS AFTER THE DATE OF FEE PAYMENT.

#11



**TOWN OF CAMP VERDE
AGENDA ACTION FORM**

Meeting Type: Regular **Meeting Date:** May 27, 2009 **Type of Presentation:** Verbal

Reference Document:

Ordinance

Agenda Title: (Be Exact):

Discussion, consideration and possible approval of Ordinance 2009-A361 an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the "Town of Camp Verde Administrative Building Code", amending Town Code Chapter 7 - Building, Article 7-1, adding Section 7-1-101 of the Town of Camp Verde Code, establishing fee schedules, and proscribing penalties for violations thereof.

Purpose and Background Information:

Most of the currently adopted 2003 ICC Codes have administrative guidelines but not all read the same, leaving staff with several interpretations of how to administer the codes. Upon recommendation from our Building Consultant, Stantec, the decision to create the Administrative Building Code was based on the following: 1.) The advantage of utilizing one tool in which to administer the codes; 2.) Guidelines to apply in the enforcement of vacant or dilapidated buildings, if the Town chooses to do so, but is not required; and 3.) To address common building permit questions including, permit validity and permit extensions, etc. In most cases, when municipalities are adopting new versions of the Building Codes, amending the codes to fit the communities needs, is common practice.

Staff Recommendation(s): (Suggested Motion)

Staff is recommending Council approve Ordinance 2009-A361 an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference the "Town of Camp Verde Administrative Building Code", amending Town Code Chapter 7 - Building, Article 7-1, adding Section 7-1-101 of the Town of Camp Verde Code, establishing fee schedules, and proscribing penalties for violations thereof.

Comments:

None

Fund: N/A **Line Item:** Attorney Reviewed Yes No N/A

Comments from Attorney:

NA

Submitting Department: Building Dept **Contact Person:** Nancy Buckel



ORDINANCE 2009-A361

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING BY REFERENCE THE TOWN OF CAMP VERDE "ADMINISTRATIVE BUILDING CODE", AMENDING TOWN CODE CHAPTER 7 – BUILDING, ARTICLE 7-1, ADDING SECTION 7-1-101, ESTABLISHING FEE SCHEDULES, AND PROSCRIBING PENALTIES FOR VIOLATIONS THEREOF.

Section 1: That certain document known as "Town of Camp Verde Administrative Building Code, Chapter 7 – Building, Article 7-1, Number 18, Section 7-1-101, of the Town of Camp Verde Code", three copies of which are on file in the office of the town clerk, which document was made public record by Resolution No. 2009-769 of the Town of Camp Verde, Arizona, is hereby referred to, adopted and made part hereof as if fully set out in this ordinance

Section 2. All ordinances or parts of ordinances 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. Following completion of publication and any posting as required by law, the provisions of this ordinance and the amendments to the administrative building code adopted herein shall become effective on July 1, 2009.

PASSED AND APPROVED by a majority vote of the Town Council of Camp Verde, Arizona, this 27th day of May 2009.

Tony Gioia, Mayor

Date: _____

Approved as to Form:

Attest:

Deborah Barber, Town Clerk

Attorney

Effective _____

Publish _____ & _____

Posted by _____ Date/Time: _____

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#12

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

Meeting Type: Regular

Meeting Date: May 27, 2009

Submitting Department: P&Z

**Contact Person: Michael Jenkins
Senior Planner**

Regular: **Requesting Action:**

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

- Acceptance/Approval
- Final Plat
- Rezoning
- Public Hearing
- Use Permit
- Preliminary Plat
- Special Consideration
- Amendment to the General Plan land use map (MINOR):

Agenda Text :

Public Hearing, Discussion and possible approval of Resolution 2009-771 for Use Permit 2009-02, a Use Permit application for the Jackpot Ranch as submitted by Bill Moore, agent for the Shuster Foundation, LTD (Owner) to host the following Private Group activities on parcel 403-17-006K:

1. Corporate, Spiritual and Governmental Retreats.
2. Horse Motel: Proposed to be utilized in an existing 14 room, two story, Bunk House with a Bed & Breakfast type of operation on the upper floor and horse or animal stables at the ground floor level.
3. Group Activities: Consisting of weddings, family reunions, picnics, youth retreats, charitable & civic events & horsemanship clinics.

The property is located at 2025 Reservation Loop Road and consists of approximately 64.75 acres.

Purpose of Item and Background Information:

The subject property currently has existing buildings and facilities (arena, bunkhouse, guest house, ranch house, activity restroom facility, petting zoo, barn, gazebo parking areas and baseball field) that would accommodate the requested uses. (Please refer to Site Plan as provided in the Council Packets). The current zoning for the subject property is RCU-2A.

Under Section 109.D.2.d of the Planning & Zoning Ordinances, the RCU District allows for EXPANDED USES with a Use Permit. Under Section 108.I of the Planning & Zoning Ordinances, item no. 1 explains the purpose of a USE PERMIT as follows: Use Permits are provided to ensure the orderly use of land in conformance with the General Plan and applicable Town standards and may require special limitations or conditions to provide compatibility with other uses. The RCU-2A district is a residential & conditional use permit district. The Use Permit, if approved, would allow for limited commercial types of activities as listed above.

Staff, as based on the above, have reviewed the proposed Use Permit using the requirements of the Planning & Zoning Ordinances as they stipulate requirements for Parking, Landscaping and Outdoor Lighting.

Parking: Staff has calculated the required parking spaces for the proposed uses as indicated in the letter of intent as submitted by the applicant. Based on the indicated uses, a total of 62 parking spaces would be required per Section 108.M of the Planning & Zoning Ordinances. The applicant is proposing 78 parking spaces. Per the American Disabilities Act, 4 of those parking spaces need to be reserved as .

Handicap spaces with a sign designation at those spaces. One of the 4 handicap parking spaces needs to be Van Accessible.

Landscaping: Per Section 108.M.6d, 15% of all parking lot areas shall be landscaped. This equates to a total required Landscaping area of 14,040 s.f. Referencing the Site Plan as submitted, it was determined by scaling that the existing landscaped areas at the front pond, middle pond and gazebo areas well exceed the landscaping requirements of the Ordinances.

Outdoor Lighting: The Town of Camp Verde Planning & Zoning Ordinances, Section 120 (Outdoor Lighting) was adopted on 9-26-2001. The Jackpot Ranch, formerly known as the Medicine Man Ranch, had several structures existing for many years that have been remodeled and even moved from their original locations. The Community Development building files show that the remodeling and new structures construction took place from the early 2000's up to 8-9-2001. From the Community Development Department's records and verbal testimony from the Ranch Manager, all outdoor lighting in existence are pre-existing and mostly non-conforming per Section 120. These non-conforming light fixtures are allowed to continue on the site, per Section 120.L.1-4, until such time that the fixture needs to be replaced for safe operation. At the time the light fixture is replaced, the replacement fixture needs to conform to the Section 120 requirements. Replacement of identical light bulbs is allowed in nonconforming light fixtures.

Per Section 120.L.2, requires that all nonconforming uses are to be extinguished between 12:00 a.m. and sunrise by an automatic shut off device.

Neighborhood Meeting: As required in Section 113.C (Citizen Review and Participation) a Neighborhood Meeting must be held, prior to the public meeting, by the applicant. That Neighborhood Meeting was held by the applicant on April 21, 2009 at the Jackpot Ranch. Per the Summary Statement, as provided by the applicant, a Power Point presentation was provided by Bill Moore, agent, to 3 people from the neighborhood. Concerns, as expressed by those from the neighborhood, included sound or noise from the proposed activities. Mr. Moore provided possible remedies of sound or amplified sound in the meeting. Further, Rodeos, as proposed in the letter of intent have been deleted from those activities the Jackpot Ranch wants to provide, due to liability and noise issues.

A letter was submitted to the Community Development Department on April 27, 2009 as a direct response to the Neighborhood Meeting. The said letter was signed by 4 of the neighborhood residents and listed the single concern of sound or noise from the proposed events.

Agency Review: Three agencies, the Town Engineer and the Town Building Inspector were notified of this request and their comments are as follows:

Camp Verde Fire Department:

Same comments as provided by the Town Building Inspector.

Yavapai County Flood Control District:

Submitted Site Plan show structures out of floodplain.

Any new structures in the floodplain may require Engineering.

Yavapai County Environmental Services:

Has no objections to the proposed action with the note that permanent Sanitary facilities for larger events, will require permitting through them.

Town of Camp Verde Building Inspector:

Made reference to the occupant load and required fire suppression and building modifications that would be required for the intended use of the Bunk House as a Bed & Breakfast or Motel type of occupancy. (Preliminary Comments)

Town of Camp Verde Engineer:

Any event that requires more parking space than is available on-site will require a traffic control and parking plan approved by the Public Works Department.

Staff sent out 44 letters to property owners within 300 feet for the Commission hearing of May 7, 2009. As of the writing of this report, we have received one letter of concern as mentioned in the Neighborhood Meeting portion of this report.

Planning & Zoning Commission Recommendation:

On May 7, 2009, at the regularly scheduled hearing for the Planning & Zoning Commission the commission unanimously recommended APPROVAL of Use Permit 2009-02 with the following recommended STIPULATIONS:

Commission Recommended Stipulations:

1. All events are to end by 10:00 p.m.
2. Four (4) large events of 300 people (maximum) are allowed per year with an unlimited amount of events allowed for 150 people or less.
3. Notification will be made to neighbors, Community Development Department and the Marshall's Office with the dates and times for any activity or event that will have amplified sound or more than 200 participants.
4. The sound from amplified music must be diminished utilizing any or all of the methods as outlined below:
 - A. Decibel Monitoring.
 - B. Deflection of sound through the use of barriers.
 - C. Aligning speakers in a location that would direct sound away from the closest neighbors.
5. The building for the proposed Horse Motel and 2nd story Bed & Breakfast accommodations for the owners must be modified to meet Commercial R1 (hotel) Building Code Standards and any other applicable regulations before the proposed use may be initiated.

Per Section 108.F.2, Accessory Buildings may be attached or detached from the "principal" building, except that no accessory building housing fowl or animals (other than domestic pets) may be attached to any dwelling unit.

This portion of Section 108 has been interpreted by the Community Development Director and should the Council be inclined to approve the Use Permit for this use, then all building code requirements for fire wall separation and any other requirements of the current building code must be implemented and approved prior to the initiation of this use.
6. A minimum of (4) handicap spaces must be provided for in the total parking areas with one of those spaces to be van accessible and each handicap parking space is to be marked with a handicap sign.
7. All nonconforming outdoor lighting is to be extinguished between 12:00 a.m. and sunrise by an automatic shut off device. (Per Section 120.L.2)
8. All building modifications must be permitted, completed and a Certificate of Compliance and Business License issued by the Town before any of the approved activities may be conducted in the modified facilities.
9. This permit will be for a period of five years and can be considered for renewal.

Discussion and items of concern from Commission Hearing:

Bill Moore, agent for the Shuster Foundation and Shortie Graham, Manager of the Ranch, stressed that the primary goal of the Ranch is to have the facility available to the community and to the public on a limited basis, but the core and heart of the Ranch would be for the youth retreats that afford opportunities for underprivileged, foster and at-risk youths to enjoy a totally different experience at the Ranch.

Staff provided the Commission with 10 initial stipulations concerning the overall operation, term of Use Permit and required permitting of modifications of buildings for Uses as outlined in the application for the Use Permit. The Commission made revision to the 10 initial stipulations as provided by staff as follows:

1. That the stipulation requiring that all outdoor activities must conclude by 9 p.m. be removed.
2. That decibel sound level limits be researched and set by Director Buckel for amplified sound.
3. That the max. number of attendees for the unlimited number of allowed events be 150 instead of 100.
4. That notification of dates and times is to be to neighbors, Community Development Department and the Marshall's Office of events larger than 200 people or for all events with amplified sound. The notification is to be one week in advance of the event.

Marlin Cassa, a neighbor to the Ranch, expressed concerns of traffic and types of activities proposed.

Jodie Filardo, President of the Verde Valley Leadership Organization from Sedona, expressed her support for the Use Permit.

Susan O'Neill, representing the Foster Children Center, expressed her support for the Use Permit.

The Commission provided special comment about the Section 108.F.2 "disallowance" for the housing of animals (other than domestic pets) in an attached accessory building and commented that this could be interpreted several ways. The overall consensus of the Commission was to allow this use as requested by the applicant with the requirement of stipulation no. 5. Stipulation no. 5 was originally recommended by staff and approved by the Commission. The Commission also asked that Director Buckel research the typical allowed decibel levels for outdoor activities with amplified sound. It was found that outdoor concerts, in other areas, allowed average decibel levels to be at a range from 60 dB to 85 dB measured from the property lines.

Recommended Motion: Motion to approve Resolution 2009-771 for Use Permit 2009-02, a Use for the Jackpot Ranch as submitted by Bill Moore, agent for the Shuster Foundation, LTD (Owner) to host the following activities on parcel 403-17-006K:

1. Corporate, Spiritual and Governmental Retreats.
2. Bed & Breakfast type of use to be utilized in an existing 14 sleeping room, two story, Bunk House on the upper floor.
3. Group Activities consisting of weddings, family reunions, picnics, youth retreats, charitable & civic events & horsemanship clinics.

With the 9 stipulations: (Read Stipulations as noted in the Resolution)

Town Attorney Has reviewed and approved Resolution 2009-771, as to form on: _____ :

List All Attachments as Follows: Application, Staff Report, Neighborhood Meeting Affidavit Summary, Letter of Concern from neighbors, Letter of Intent, Directions to Property, Site Plan and Draft Minutes from the Commission Hearing .

Type(s) of Presentation: Verbal & Power Point presentation.



RESOLUTION 2009-771

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA APPROVING USE PERMIT 2009-02, FOR PARCEL 403-17-006K TO ALLOW THE FOR THE FOLLOWING PRIVATE GROUP ACTIVITIES TO BE CONDUCTED ON THE 64.75 ACRES OF JACKPOT RANCH CURRENTLY ZONED RCU-2A:

- 1. CORPORATE, SPIRITIAL AND GOVERNMENTAL RETREATS;**
- 2. HORSE MOTEL WITH BED & BREAKFAST AVAILABILITY FOR OWNERS;**
- 3. OTHER MISCELLANOUS GROUP ACTIVITIES THAT WOULD INCLUDE WEDDINGS, FAMILY REUNIONS, GROUP PICNICS, YOUTH RETREATS, CHARITABLE & CIVIC EVENTS AND HORSEMANSHIP CLINICS.**

THE LOCATION OF THE RANCH IS AT 2025 W. RESERVATION LOOP ROAD.

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 2009-02 was filed by Mr. Bill Moore, agent, for Shuster Foundation, owners of Jackpot Ranch.
 - B. The request was reviewed by the Planning and Zoning Commission on May 7, 2009 and by the Common Council on May 27, 2009 in public hearings that were advertised and posted according to state law.
 - C. A neighborhood meeting was held April 21, 2009 by the applicant to provide for citizen review pursuant to ARS § 9-462.03 and as required by Town of Camp Verde Ordinance Section 113.
 - D. The purpose of the Use Permit is to allow the Jackpot Ranch to conduct various private group events as stated above on parcel 403-17-006K located on Reservation Loop Road.
 - E. The proposed use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved and the Council hereby finds that the use covered by the Use Permit and the manner of its conduct will not be detrimental to persons residing or working in the vicinity, to adjacent property, to the neighborhood or to the public welfare generally, and the use will be in conformity to the conditions, requirements and standards of the Town Code.

II. The Common Council of the Town of Camp Verde hereby approves UP 2009-02 for a period of five (5) years for the purpose of allowing Jackpot Ranch to conduct various private group activities on parcel 403-17-006K with the following stipulations:

1. All events are to end by 10:00 PM.
2. Four (4) large events of 300 people (maximum) are allowed per year with an unlimited amount of events allowed for 150 people or less.
3. Notification will be made to the neighbors, Community Development Department and the Marshal's Office with the dates and times for any activity or event that will have amplified sound or more than 200 participants.
4. The sound from amplified music must be minimized utilizing any or all of the following methods: A. Decibel Monitoring; B. Deflection of sound through the use of barriers; C. Aligning speakers in a location that would direct the sound away from the closest neighbors.
5. The building for the proposed Horse Motel and 2nd story Bed & Breakfast accommodations for the owners must be modified to meet Commercial Group R1 (hotel) Building Code Standards and any other applicable regulations before the proposed use may be initiated.
6. A minimum of (4) handicap spaces must be provided for in the total parking areas with one of those spaces to be van accessible and each handicap parking space is to be marked with a handicap sign.
7. All nonconforming outdoor lighting is to be extinguished between 12AM and sunrise by an automatic shut off device per Section 120 L.2. of the Planning and Zoning Ordinance.
8. All building modifications must be permitted, completed and a Certificate of Compliance and Business License issued by the Town before any of the approved activities may be conducted in the modified facilities.
9. This permit will be for a period of five years and can be considered for renewal.

**PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, ARIZONA ON May 27, 2009.**

Tony Gioia, Mayor

Date: _____

Attest: _____
Deborah Barber, Town Clerk

APPROVED AS TO FORM:

Town Attorney

Use Permit Check List

- Pre-Application Conference with Community Development Director
- *Directions to Property**
- Legal Description
- *Letter of Intent (Narrative)**
- Public Participation, Neighborhood meeting, completed. Date: 4-21-09
 - Copy of letter sent to neighbor's within 300'
 - Posting of Property by applicant (photo)
 - Affidavit attesting to notification of neighbors
 - Sign in sheet
 - ***Affidavit of summary of meeting**
 - ***Statement of how the applicant addressed neighborhood concerns.**
- N/A ADOT outdoor advertising permit (if applicable) for commercial signage
- N/A Traffic Impact Analysis or ADOT approval of site access (if applicable)
- *Site Plan**
- *Vicinity Map with adjacent land use**
- *Resolution**
- *Staff Report**

Will include summary of agency & citizen's comments, Traffic Impact Analysis or ADOT approval of site access (if applicable), Town requirements, applicant's narrative as it addresses requirements for application and recommended stipulations if approved (if any).
- Advertising & Posting has been completed & meet State Law Requirements.
- Reviewed and approved by Town Attorney.

NOTE: *Indicates included in packet

3/18/09
MJ
1000.00

CASE NO. 2004-14

PROJECT NO. UP2004-02

RECEIVED
MAR 18 2009

BY: MJ

TOWN OF CAMP VERDE
COMMUNITY DEVELOPMENT DEPARTMENT
473 S. MAIN STREET, SUITE 108
CAMP VERDE, ARIZONA 86322
(928) 567-8513 • FAX (928) 567-7401
USE PERMIT APPLICATION

APPLICATION DATE _____ TAKEN BY _____
ASSESSOR'S PARCEL NO. 403-17-006 K CLASSIFICATION OF UP _____
PRESENT ZONING RCU-2A 64.75 AC FEES _____
SUBDIVISION _____ HEARING DATE _____
ADDRESS OF PROPERTY 2025 RESERVATION LOOP RD
CAMP VERDE, AZ 86322

REQUEST: JACKPOT RANCH SEEKS APPROVAL TO HOST THE
FOLLOWING ACTIVITIES: HORSE MOTEL; CORPORATE,
SPIRITUAL and GOVERNMENTAL RETREATS; GROUP ACTIVITIES
SUCH AS - WEDDINGS, FAMILY REUNIONS; YOUTH RETREATS;
AND CHARITABLE & CIVIC EVENTS

OWNER SHUSTER FOUNDATION PHONE 602 253-1812 FAX 602 253-9188
ADDRESS 2200 N. CENTRAL # 205 CITY PHOENIX STATE AZ ZIP 85004
CONTACT PERSON BILL MOORE, ACCTS MGR

If the applicant is not the property owner, the owner shall complete and sign the following statement. I hereby authorize

BILL MOORE to act as my agent in the application.
Name of Agent

Sam Shuster
Signature of Owner Date

AGENT BILL MOORE PHONE 602 253 1812 FAX 602 253 9188
ADDRESS 2200 N. CENTRAL # 205 CITY PHX STATE AZ ZIP 85004
CONTACT PERSON BILL MOORE

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.

Sam Shuster 10/23/08
Signature of Applicant Date

RECEIVED
MAR 18 2009

BY: MJ



September 15, 2008

Town of Camp Verde
Community Development Department
473 S. Main Street, Ste 108
Camp Verde, AZ 86322

Re: Use Permit Application

To Whom It May Concern:

Shuster Foundation, Ltd, as the owner of Jackpot Ranch, is hereby requesting a Use Permit in order to host (and in some instances operate) the following activities:

- Horse Motel – The existing 14 room bunkhouse and existing 2 bedroom guest house would be rented out to travelers and their horses, similar to a bed and breakfast operation. The horses would be maintained on pasture or in the existing stalls in either of our two barns. It is anticipated that no more than a few guests/families will be on the ranch at any given time. Therefore, it is expected that this activity will have no discernible impact to neighbors.
- Corporate, Spiritual & Governmental Retreats – The facility would be made available during weekdays and on weekends on a limited basis. Since the Horse Motel and the Retreats could potentially use some of the same facilities, it is anticipated that the facility will be closed on occasion to Horse Motel guests and the facility will be reserved for a limited number of weekends for Retreats. These groups will be limited in size to approximately 30 participants due to the capacity of the existing facilities. Due to the passiveness of activities at these events, impact on the neighborhood is expected to be negligible. Likely, the only evidence of a retreat will be cars parked in the front parking lot.
- Group Activities – The facilities, mostly outdoor, would be made available for rental to select groups for weddings, family reunions, picnics, horsemanship clinics and similar activities. These events would be primarily day-use and would most likely occur on weekends. It is anticipated that these types of activities could have a varied attendance from 20-75 people. Our outdoor group facilities are mostly centered in the area of our gazebo which is

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MAR 18 2009

mj

approximately 500' feet from our nearest neighbor. The ranch has hosted a couple horse clinics and weddings for family and friends over the last few years and no sound issues or parking problems were observed.

- Youth Retreats - The existing bunkhouse and facility would be made available to youth groups (i.e. boy & girl scouts, at-risk youths from neighboring communities, private schools & church groups). These mostly non-profit groups are hosted at little or no cost to the organization. It is expected that this activity will have no discernible impact on the neighbors.
- Charitable & Civic Events - On very limited occasions (1-2 x year), there may be an opportunity to host day events such as a rodeo, fund raising picnic, or community festival. An event of this type could number guests from 50 to 300 or more. Mostly likely an event of this type would be charitable or for the benefit of the community. Since it would be a day event, sound, parking and traffic control would seem to be the most pressing concerns, all of which we believe the negative impacts could be mitigated.

Maintenance and operation costs of Jackpot Ranch are quite significant and the potential revenue generated from these activities could help to offset some of the costs. This additional revenue may help ensure that Jackpot Ranch is able to remain in its current state without selling off part or subdividing the property. It is our belief that maintaining a property such as Jackpot Ranch in its current state is in the long term best interest of the entire neighborhood and the town of Camp Verde. Approval of the requested uses will enable the owner of the ranch to use the facility in a manner that enriches people, while continuing to be a good neighbor and a benefit to the entire community.

Sincerely,



Bill Moore

RECEIVED
MAR 18 2009
BY: MJ

DIRECTIONS TO PROPERTY

Assessor's Parcel Number 403-17-006 K

Applicants Name SHUSTER FOUNDATION

Property Address 2025 RESERVATION LOOP RD

Directions To
Property

FROM CLIFF CASTLE CASINO,
CROSS I-17 ON MIDDLE VERDE
ROAD FOR 1.1 MILES, TURN LEFT
ON VERDE RIVER LANE, THEN TAKE
1ST RIGHT ONTO RESERVATION LOOP
ROAD, CONTINUE FOR APPROX 1/2
MILE - USE 2ND ENTRANCE TO
RANCH

Affadavit

I Garry Shuster, President owner of parcel 403-17-006K have notified my neighbors within 300' of my residence, by sending letters on 3-30-09 to notify them of the neighborhood meeting that I conducted on the 21st day of April 2008.
2009

I posted my property with meeting date and time on the 30th day of March 2008.
2009

I Garry Shuster owner of parcel 403-17-006K have provided a summary of Neighborhood meeting I conducted to the Planning & Zoning Department of Camp Verde within 15 days attesting to the issues and concerns discussed at the Neighborhood Meeting held on the 21st day of April 2008.
2009

Summary
Statement: _____

If Summary statement is too long, attach a copy.

State of Arizona}

County of Yavapai}

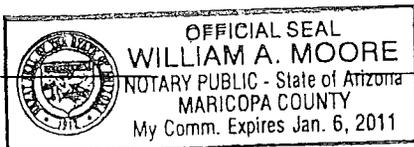
Garry Shuster
Signature of Document Signer No. 1

Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 23rd day of April 2008.
2009

(1) Garry Shuster
Name of Signer

(2) _____
Name of Signer



William A. Moore
Signature of Notary



JACKPOT RANCH
camp verde, arizona



SUMMARY STATEMENT

USE PERMIT – NEIGHBORHOOD MEETING

Notification to Affected Parties

A meeting was scheduled for 6:00 pm at the Jackpot Ranch located at 2025 Reservation Loop Road, Camp Verde AZ 86322 on Tuesday, April 21, 2009.

A "Notice of Public Meeting", attached hereto as Exhibit "A", was prepared and distributed in the following manner. 24" x 36" notices were posted at each of the entrances to the ranch. Pictures of the notice have been submitted previously to the Town of Camp Verde. The notice was also mailed on March 30, 2009 to all property owners within 300' feet of the subject property in accordance with the latest available tax records (said mailing list provided by Town of Camp Verde staff).

Neighborhood Meeting

Mr. Bill Moore, Accounts Manager of Shuster Foundation; Ms. Shortie Graham, Ranch Manager; Daniel LaPlante and Tess Chatfield, Ranch Employees; and Sharon Shuster, ranch owner were at the Meeting on behalf of the Jackpot Ranch.

Jenna Paulsen, Assistant Planner of the Town of Camp Verde also was in attendance.

All guests (a total of 3) were asked to sign the Guest List, attached hereto as Exhibit "B".

A power point presentation was made by Bill Moore which included an introduction and the background and purpose for the meeting. A summary of the proposed five uses was addressed to the guests in attendance. A copy of the power point presentation is on file and is available upon request.

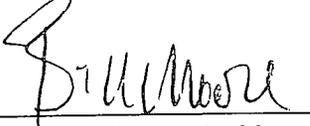
Public Feedback

A voice recording was made of the entire meeting. A synopsis of the guests' feedback is presented in the attached Exhibit "C".

It is possible, that affected parties that were unable to attend the meeting may contact Mr. Bill Moore by phone subsequent to the preparation of this report and prior to the P&Z Commission meeting. Any concerns that are presented to Mr. Moore will

be forwarded to the Town of Camp Verde prior to the P&Z meeting and/or presented to the commission at the P&Z meeting.

Dated this 23 day of April, 2009

A handwritten signature in cursive script that reads "Bill Moore". The signature is written in dark ink and is positioned above a horizontal line.

Bill Moore, Accounts Manager

EXHIBIT "A"



NOTICE OF PUBLIC MEETING

- Date: Tuesday, April 21, 2009 at 6:00 pm
- Location: Jackpot Ranch (at Gazebo – will move indoors if inclement weather)
2025 Reservation Loop Road
Camp Verde, AZ 86322
(Use the west gated entrance)
- Purpose: Provide a venue for neighbors and area residents to discuss and exchange information regarding plans of the Jackpot Ranch to open up its facilities for various public purposes.
- Summary: Shuster Foundation, Ltd., on behalf of the Jackpot Ranch has submitted an application to the Town of Camp Verde for a USE PERMIT. The Use Permit request includes the following requested uses:
- 1) Horse Motel – The existing bunkhouse would be rented out to travelers and their horses (similar to a Bed & Breakfast)
 - 2) Corporate, Spiritual & Governmental Retreats – The facilities would be made available on a limited basis for retreats. The groups would be limited in size to approximately 30 participants due to the overnight capacity of the existing facilities
 - 3) Group Activities – The facilities, mostly outdoor, would be made available for rental to select groups for weddings, family reunions, picnics, horsemanship clinics and similar activities. These events would be primarily day-use and would most likely occur on weekends. Anticipated attendance at these types of activities could have a varied attendance from 20- 75 people.
 - 4) Youth Retreats – The existing bunkhouse and facilities would be made available to youth groups (i.e. boy & girl scouts, at-risk youths from neighboring communities, private schools & church groups). These non-profit groups would be hosted at little or no cost to the organization.
 - 5) Charitable & Civic Events – On extremely limited occasions (1-2 x year) there may be an opportunity to host day events such as a rodeo, fund raising picnic or community festival. Most likely an event of this type would be charitable and/or for the benefit of the community.

All interested individuals are welcome to attend. Representatives of the Jackpot Ranch will be available to more thoroughly present the proposed uses and will also be available to address any questions or concerns. The results and comments from this meeting will be relayed to the Town of Camp Verde.

If you are unable to attend the meeting and have questions or comments that you would like on the record, you may contact Bill Moore of Jackpot Ranch at (800) 773-1336 or at bmoorephx@aol.com.

Refreshments will be served.

EXHIBIT "B"

SIBBYN

MEETING 4/21/09 6pm

LILY & BILLY CHERRY 2896 N. VERDE RIVER DRIVE
CAMP VERDE

DAVID LOTZ 1905 W. CIMARRON CV 42

EXHIBIT "C"

Public Feedback From Meeting on April 21, 2009

The Public Meeting began at approximately 6:05 pm and lasted until approximately 7:00 pm. There was some dialogue and a few questions posed by the participants which are summarized below:

5 Min. - Introduction & Purpose of Meeting (by Bill Moore)

10 Min- Powerpoint presentation (by Bill Moore)

Feedback and Questions posed by guests:

1) Mr. Lotz an adjacent residential property owner is highly concerned about sound.

Summary of Jackpot response and ongoing conversations: The ranch emphasized that the types of events likely to make noise or have amplified sound would be the larger civic or charitable events which are not our focus. The ranch plans to only host events that are a benefit to the community and neighborhood. The ranch has no desire to host a large charitable or civic event and alienate the neighbors in the process. The ranch staff proposes to do everything reasonable within their power to curb noise - which could include a variety of measures; such as, decibel monitoring, deflection of sound through use of barriers, aligning speakers in a direction that would send sound to a less populated area, and limitation of amplified sound hours (i.e. stop at a set time in the evening). It was further discussed that eliminating all sound is not likely and the Casino's concert sounds heard from miles away was an example cited by all neighbors. One suggestion made by the guests was for the ranch to provide notice of large/potentially loud events. The guests appeared to indicate that notice that specifically provided the hours of the event and the expected sound would be beneficial. The ranch agrees that this is a reasonable request which could easily be accommodated for the larger more infrequent events.

2) Ms. Lila Cherry indicated that she attended the meeting due to the wording in the public notice that an event such as a rodeo may be hosted. She indicated that she was concerned about a rodeo and knows that rodeos are loud events

Summary of Jackpot response and ongoing conversations: Jackpot stated that after distribution of the notice, ranch staff had met and determined that hosting a rodeo is something that is not in the best interest of the ranch (and the neighborhood). There are better facilities in the area for a rodeo. Rodeo's are loud, have high liability risks, and could have a high negative impact on the ranch facility. The ranch is more interested in hosting low impact events such as

horsemanship clinics. Ms. Cherry was relieved to hear that the ranch is not going to pursue rodeos.

End of Meeting

Summary of Critical Issue(s) raised at Meeting –

- 1) Sound (presumably amplified sound) from events
- 2) No other concerns or issues were raised

Daevid Lutz
PO Box 2472
Camp Verde, AZ 86322
928-567-2684

April 26, 2009

To: Camp Verde Planning and Zoning

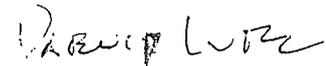
Re: Use Permit 2009-02

I attended the meeting at the Jackpot Ranch on April 21, and have a couple of concerns with the uses as presented for the permit.

One is the possibility of an increase in noise and specifically amplified sound, especially on outdoor speakers. Loud music on outdoor speakers was a constant problem in the past with the previous foreman and was changed only after the current person, Shorty, took over the position. Whether or not Shorty stays, I would like to see this issue addressed in the permit more specifically than the current Camp Verde general nuisance ordinance. One reason I and many of the neighbors chose this area to live was the general peace and quiet here. Outdoor amplified sound is a rude intrusion to the neighborhood.

A second concern is that of large group functions. The number of people and frequency of events was presented as 50 to 300 people, 1 to 2 times per year. One or two large functions a year may not be a big impact but that depends on the total number of people. My concern is that the frequency or number of attendees could continue to grow, thereby causing a large impact to the neighborhood, unless those numbers are limited and specified in the permit.

Thank you for considering these issues,

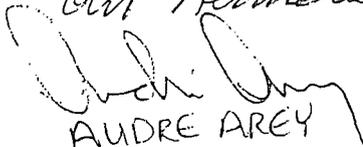


Daevid Lutz - 1905 W. Cimarron Dr. - adjacent to Jackpot Ranch's east boundary.

Also in agreement with this letter:

Robert W Fob - 1820 W. CIMARRON DR.

Art Reemate 1851 CIMARRON DR.


AUDRE AREY 1886 W. CIMARRON DR.

**MINUTES
REGULAR SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY MAY 07, 2009
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.

2. Roll Call

Chairperson Butner, Commissioners Buchanan, Parrish, Freeman and Burnside were present; there is currently one seat vacant.

Also Present: Community Development Director Nancy Buckel, Sr. Planner Mike Jenkins, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by Burnside.

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

a. Approval of Minutes:

December 04, 2008 – Regular Meeting

March 05, 2009 – Regular Meeting

b. Set Next Meeting, Date and Time:

May 13, 2009 – Joint Work Session with Council

June 04, 2009 – Special Session

July 02, 2009 – Regular Meeting

On a motion by Burnside, seconded by Buchanan, the Consent Agenda was unanimously approved as presented, with the exception of approval of the Minutes of December 4, 2008.

Parrish pointed out that because of absences there was not a quorum present to be able to approve the Minutes from the December 4, 2008 meeting; the Minutes were pulled for possible approval at the next meeting. Parrish advised Director Buckel that he would be absent at the June 4th meeting.

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

There was no public input.

6. Public Hearing, Discussion and possible recommendation to Council on a Use Permit 2009-02: a Use Permit application for Jackpot Ranch as submitted by Bill Moore, agent for the owner, The Shuster Foundation, LTD, to host the following activities on parcel 403-17-006K: Horse Motel; Corporate, Spiritual and Governmental retreats; Group activities, Weddings, Family reunions; Youth retreats; and Charitable & Civic Events. Property location is 2025 Reservation Loop Road.

On a motion by Burnside, seconded by Buchanan, the Commission voted unanimously to recommend to Council approval of Use Permit 2009-02 application for Jackpot Ranch as submitted by Bill Moore, agent for the owner, on

Parcel 403-17-006K, including the ten staff recommended stipulations as discussed, with the following specific changes: Item 2 removed; Item 4.A., Buckel will apply an amount for decibel monitoring limited to such level as staff deems appropriate; Item 8, change from 100 to 150; Item 9, one week prior notification of dates and times to the neighbors, Community Development Department and the Marshal's Office of events larger than 200 people, or any activity using amplification of sound.

PUBLIC HEARING OPEN

Applicant's Statement

Bill Moore, agent for the Shuster Foundation, reviewed the long-term goal of the Jackpot Ranch which is to remain the same as it is through hosting activities and events that will generate the funds to help offset the cost of maintenance; the owner wants the Ranch to continue to be an asset to the community. Moore described the planned activities that he said would be low-risk and low-impact on the property. Moore said that management will do everything possible to address neighborhood concerns about potential traffic and noise. Moore outlined the planned activities and the facilities that would accommodate those activities, including a horse motel, and hosting various retreats, group, charitable and civic events. Moore commented that he is not aware of any adverse effect on the neighborhood from past events held at the Ranch. As evidenced by the required public meeting held at the property, the biggest concern expressed by the neighbors was the sound from the events; Moore said the owners would be willing to monitor the decibels or to take whatever reasonable measures would be necessary to address that concern. Moore suggested that the Use Permit could be approved subject to certain conditions, which would give the owners the option to determine whether they want to pursue a particular activity.

Shortie Graham, Manager of the Ranch, stressed that the primary goal of the Ranch is to have the facility available to the community and to the public on a limited basis, but the core and heart of it are the youth retreats that afford opportunities for underprivileged, foster and at-risk youths to enjoy a totally different experience at the Ranch.

COMMENT FROM OTHER PERSONS

Marlin Cassa, who lives adjacent to the Jackpot Ranch, said he had questions about just what is involved in the planned activities listed in this Agenda item; he also expressed concern about the traffic flow entering and exiting the facility. *Chairperson Butner said that the applicant would respond to his questions after the input from other speakers.*

Jodie Filardo, President of the Verde Valley Leadership Organization based in Sedona. Ms. Filardo spoke in support of the application of Jackpot Ranch for a Use Permit, and described the purpose of and activities associated with the 2-day retreats held by her organization that is dedicated to grooming leaders for the various communities.

Susan O'Neill, representing the Foster Children Center, said her organization would like to continue to use Jackpot Ranch for their annual event that is attended by approximately 75-80 people, by invitation only; the facilities are fabulous, no alcohol is allowed, and the activities are quiet.

APPLICANT'S REBUTTAL

Mr. Moore first addressed the questions from Mr. Cassa, explaining the facilities that would allow the operation of a horse motel to serve individuals and families traveling with their horses, and outlined the different types of group retreats. As far as traffic, Mr. Moore said he believes that for most events that would be of no concern; however, he would be willing to have traffic monitored if that would be what the Town would prefer. For large events, the Ranch has the right to require the participants to provide traffic control.

PUBLIC HEARING CLOSED

Staff Presentation

Sr. Planner Mike Jenkins projected a site plan onto the screen for viewing, and pointed out the location of the different areas and facilities which he said have been inspected by staff. The zoning is RCU-2A; the ordinance allows extended uses with a Use Permit, and the application for the Use Permit is before the Commission tonight. Parking provisions are more than adequate, landscaping well exceeds requirements, and outdoor lighting appears to be grandfathered in. The required neighborhood meeting was held on April 21, 2009; the main concern expressed was noise, and noise particularly associated with rodeos.

The Fire Department and the Building Inspector have questioned whether the building referred to as the bunkhouse, with horse facilities underneath, would be allowed pursuant to existing code covering accessory buildings. Following questions from the Commission on interpretation of "accessory", Jenkins said that a decision on that would be made by the Fire and Building Inspectors, with involvement by the Community Development Director as well. Only one letter of concern has been received in response to the letters directed to the area homeowners. Jenkins said that staff has never received a complaint regarding activities at the Ranch.

Jenkins reviewed the stipulations recommended by staff as to times of operation, requirement for handicap parking spaces, sound from amplified music, hours during which nonconforming outdoor lighting should be extinguished, the issue of the animal enclosures below the proposed bunkhouse, 4 events with the maximum number of 300 people to be allowed per year, with unlimited events allowed for 100 people or less, notification to neighbors of dates and times, as well as to the Community Development Department and the Marshal's Office for the large events. Jenkins referred to the staff recommendation for a motion to recommend approval or denial of the Use Permit application.

Board Discussion

The members discussed with Mr. Moore the proposed stipulations; he continued to express the willingness of the owners to do everything possible to meet all the requirements. Mr. Moore was advised that the need for handicap parking was an ADA requirement and therefore necessary. After further detailed discussion, the Commission arrived at what was agreed to be reasonable revisions to the recommended stipulations, all of which were set forth in the formal motion recommending approval of the Use Permit. For clarification, it was also agreed that the Certificate of Occupation referred to in Item 7 of the recommended stipulations should more correctly be stated as a Certificate of Compliance.

It was suggested that notification of upcoming events could be made by mailing postcards; Buckel said that her office could supply the addresses for the mailing. In response to some concern regarding the reference to expanded uses, Buckel

confirmed that the umbrella of the proposed Use Permit would cover all of the described activities and associated use of the facilities.

Discussing the controversy over applying the definition of an accessory building to the building housing animals on the ground floor beneath living quarters, Buckel said she would contact the County offices to find out how they have allowed this type of use in the past. Buckel will also research the issue of establishing acceptable decibel levels; in the interim it was agreed that decibel monitoring will be limited to such level as staff deems appropriate.

7. Presentation and Discussion on Arizona Smart Growth Scorecard.

On a motion by Freeman, seconded by Buchanan, the Commission unanimously recommended that staff be commended for doing a good job in completing the Arizona Smart Growth Scorecard.

Buckel explained that the document in each agenda packet is a draft indicating scores in several different categories based on selections from predetermined statements and then using the figures to arrive at the total average score. Buckel said she ran the figures through the management team consisting of all the department heads, and will next present the draft to Council. The report will be submitted to the Department of Commerce for a grade on how well the community is doing with the Smart Growth program, which is also a part of the General Plan.

The members discussed the draft with Buckel, including the method of assigning grades. Buckel also pointed out that the ability to apply for Federal and State grants is dependent upon completion and submission of the Smart Growth Scorecard. The members reviewed some of the questions and the predetermined answers in order to arrive at a better understanding of Buckel's research and reasoning in assigning the proposed grades.

After the Commission review of the information required for the different categories, Chairperson Butner commented that the Smart Growth Scorecard appears to be a way of the Department telling us what needs to be done in order to be a "Smart Growth" community, and maybe Camp Verde does not wish to be classed as such, ending up with an ordinance governing how yards can be watered; one of the reasons most residents live in Camp Verde is because of its unique natural resources. In summary, Butner stated for the record that he believes we have a quasi-governmental entity eyeballing our private water rights, which is also a concern of the whole Commission.

There was no further discussion.

8. Discussion of AMD 2008-02 amending Section 108 E, 3b, of the Town of Camp Verde Planning and Zoning Ordinances under Height Limits, Commercial/Industrial Buildings. *Continued from March 05, 2009 meeting.*

On a motion by Burnside, seconded by Parrish, the Commission voted unanimously to continue this item to the July meeting.

Buckel reported that more research will be necessary on the Code that existed prior to when the language was changed during the period of 43 Ordinance revisions made by the previous Director; the project is more complex than anticipated.

9. Commission Informational Reports:

Burnside questioned the procedure for following up on Design Review Board actions; *Buckel will discuss the issue with him in her office. Buckel confirmed that requests for agenda items may also be made at this time.*

Parrish suggested that the new Commissioner, Jim Meredith, be invited to attend the May 13th Work Session. Parrish added that he will not be in town for the June 9th Commission Training Session.

Buchanan also said he will not be able to attend the June 9th meeting. Buchanan complimented the Camp Verde Cavalry on a wonderful Mail Ride and Barbeque.

Butner reiterated the comment by Parrish that the Cavalry is already working on next year's Mail Ride event.

10. Staff Report

Buckel said the upcoming Work Session on the Code revision will involve input from the Council and Commission on the procedure, time line and organization of the revisions; everyone is encouraged to attend. Buckel also said that copies of the Smart Growth packet are available in her office.

11. Adjournment

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

Joe Butner, Chairperson

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 Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 7TH day of May 2009. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2009

Margaret Harper, Recording Secretary

**ACTIONS TAKEN
REGULAR SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY MAY 07, 2009
6:30 PM**

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

a. **Approval of Minutes:**

December 04, 2008 – Regular Meeting

March 05, 2009 – Regular Meeting

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

May 13, 2009 – Joint Work Session with Council

June 04, 2009 – Special Session

July 02, 2009 – Regular Meeting

On a motion by Burnside, seconded by Buchanan, the Consent Agenda was unanimously approved as presented, with the exception of approval of the Minutes of December 4, 2008.

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

There was no public input.

6. **Public Hearing, Discussion and possible recommendation to Council on a Use Permit 2009-02: a Use Permit application for Jackpot Ranch as submitted by Bill Moore, agent for the owner, The Shuster Foundation, LTD, to host the following activities on parcel 403-17-006K: Horse Motel; Corporate, Spiritual and Governmental retreats; Group activities, Weddings, Family reunions; Youth retreats; and Charitable & Civic Events. Property location is 2025 Reservation Loop Road.**

On a motion by Burnside, seconded by Buchanan, the Commission voted unanimously to recommend to Council approval of Use Permit 2009-02 application for Jackpot Ranch as submitted by Bill Moore, agent for the owner, on Parcel 403-17-006K, including the ten staff recommended stipulations as discussed, with the following specific changes: Item 2 removed; Item 4.A., Buckel will apply an amount for decibel monitoring limited to such level as staff deems appropriate; Item 8, change from 100 to 150; Item 9, one week prior notification of dates and times to the neighbors, Community Development Department and the Marshal's Office of events larger than 200 people, or any activity using amplification of sound.

COMMENT FROM OTHER PERSONS

(Comments from the following individuals are summarized in the Minutes.)

Marlin Cassa

Jodie Filardo

Susan O'Neill

There was no further public input.

7. **Presentation and Discussion on Arizona Smart Growth Scorecard.**

On a motion by Freeman, seconded by Buchanan, the Commission unanimously recommended that staff be commended for doing a good job in completing the Arizona Smart Growth Scorecard.

8. **Discussion of AMD 2008-02 amending Section 108 E, 3b, of the Town of Camp Verde Planning and Zoning Ordinances under Height Limits, Commercial/Industrial Buildings.** *Continued from March 05, 2009 meeting.*
On a motion by Burnside, seconded by Parrish, the Commission voted unanimously to continue this item to the July meeting.

9. **Commission Informational Reports:**
Burnside questioned the procedure for following up on Design Review Board actions; *Buckel will discuss the issue with him in her office. Buckel confirmed that requests for agenda items may also be made at this time.*

Parrish suggested that the new Commissioner, Jim Meredith, be invited to attend the May 13th Work Session. Parrish added that he will not be in town for the June 9th Commission Training Session.

Buchanan also said he will not be able to attend the June 9th meeting. Buchanan complimented the Camp Verde Cavalry on a wonderful Mail Ride and Barbeque.

Butner reiterated the comment by Parrish that the Cavalry is already working on next year's Mail Ride event.

10. **Staff Report**
Buckel said the upcoming Work Session on the Code revision will involve input from the Council and Commission on the procedure, time line and organization of the revisions; everyone is encouraged to attend. Buckel also said that copies of the Smart Growth packet are available in her office.

11. **Adjournment**
On a motion by Parrish, seconded by Burnside, the meeting was adjourned at 8:52 p.m.

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#13

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

Meeting Date: 5-27-09

Meeting Type: Regular

Type of Presentation: Verbal

REFERENCE DOCUMENT: Draft of Scorecard Report

AGENDA TITLE: Presentation, Discussion and possible Direction to Staff to submit the Smart Growth Score Card for the Town of Camp Verde to the Arizona Department of Commerce for scoring. This scorecard grades the Town's accomplishments in implementing Smart Growth strategies in the development of the community.

PURPOSE AND BACKGROUND INFORMATION: This scorecard helps the Town assess whether it has the right tools in place to promote smart growth. Executive Order 2007-05 directed state agencies to identify how state discretionary funds might provide incentives to communities for growing smarter and technical assistance for those needing support. This scorecard will provide a means for the community to evaluate how well prepared it is for the pressures of growth. It is an incentive-based tool to help in the Town's planning efforts. All entities applying for grants and loans from state discretionary funding must reference a Scorecard. Existing agency grant program guidelines and standards remain the same; however, the score determines whether the granting program will provide financial incentives or technical assistance.

The scorecard is comprised of the six Growing Smarter Guiding Principles criteria along with a list of associated smart growth and planning indicators. There are three size categories of community and county populations as devised in the Growing Smarter statutes (ARS 461.05). Our community is considered medium in size. Our overall score calculated out to be 68% and falls into the category of 'Needs Attention'. The community is strongest in the following areas: Responsibility and Accountability 92% and Preservation of Community Character 87%. The areas where there needs the most improvement are Stewardship of Natural Resources 57% and Essential Service Infrastructure 58%. This was surprising to staff as well as the Commission because of our communities interest in protecting our environment. It appears the criteria require us to have plans and regulations in place to implement our goals in the General Plan to score higher. The lack of ownership and control of our water and sewer systems is another issue that is keeping our scores low. Without ownership, we are unable to regulate expansion and hook-ups. This directly effects development, especially commercial development.

Each question on the scorecard has a pre-determined answer for each point. Staff has endeavored to fill out the scorecard to the best of our knowledge. If you believe there are actions that the Town has taken or policies that are in place that have not been taken into consideration, please provide this information to staff so that it can be researched and the draft revised before submittal. The management team has reviewed the scorecard and no changes have been recommended. The Commission at their May 7th meeting reviewed this draft and they recommended that the draft be sent on to the Arizona Department of Commerce for final scoring. Currently the Town has no grant applications waiting the scoring of our scorecard by the Department of Commerce but we have some community groups requesting our score for their grant applications. To view the rankings of other communities you may visit the website of the Arizona Department of Commerce Office of Smart Growth at www.azcommerce.com.

STAFF RECOMMENDATION (S): (Suggested Motion) Motion to direct staff to submit the draft of the Smart Growth Scorecard for final scoring by AZ Department of Commerce for 2009.

Type of Document Needing Approval: Scorecard Draft

Submitting Department: Community Development

Contact Person: Nancy Buckel, Director



ARIZONA SMART GROWTH SCORECARD



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Community:	Camp Verde
Current Status:	Ready for submittal
Overall Score:	86/126 - 68%
Community Size:	Medium

Section 6: Economic Development 17/27 - 63%

- [Section 1](#)

- [Section 2](#)

- [Section 3](#)

- [Section 4](#)

- [Section 5](#)

- [Section 6](#)

	Question
<ul style="list-style-type: none"> <input type="checkbox"/> Your community must complete the following questions. 	
<ul style="list-style-type: none"> <input type="checkbox"/> 42 Does your community have an economic development element in your general / comprehensive plan or a specific plan to address economic development? 	<p style="margin-left: 20px;">3 Points. We have an economic development element or plan that addresses current and projected conditions.</p> <p style="margin-left: 20px;">43 Does your community designate areas with employment centers and corridors?</p> <p style="margin-left: 20px;">2 Points. Future housing and employment centers and corridors have been identified.</p> <p style="margin-left: 20px;">44 Has your community created specific training and workforce development programs to meet the needs of current and emerging industries?</p> <p style="margin-left: 20px;">2 Points. We work with our one-stop career center(s) and/or education providers but have not created any industry specific training.</p> <p style="margin-left: 20px;">45 Does your community support entrepreneurs and start-up businesses?</p> <p style="margin-left: 20px;">2 Points. We collaborate with nearby communities where small business services are located to provide information to our community residents.</p> <p style="margin-left: 20px;">46 How does your community support existing businesses?</p> <p style="margin-left: 20px;">1 Point. We assist existing business owners when contacted.</p> <p style="margin-left: 20px;">47 Do you have an active business attraction program?</p>
<ul style="list-style-type: none"> Edit Details 	
<ul style="list-style-type: none"> Edit Details 	
<ul style="list-style-type: none"> Edit Details 	
<ul style="list-style-type: none"> Edit Details 	

Edit Details

3 Points. We have developed a marketing plan with goals and objectives to identify potential businesses that fit the strengths of the community and region; have performed effective targeted marketing strategies to those businesses (such as industry newsletters and fairs, magazines, direct mailings and email); ensure the community website provides information crucial to site selectors; and we have an established process to meet and greet site selectors.

Edit Details

48 How does your community attract higher wage jobs while also addressing low and middle-skilled worker advancement?

1 Point. We are working to attract jobs that provide opportunities for multiple skill levels.

Edit Details

49 Does your community regularly track (or work with an entity that tracks) local and regional economic information and trends?

2 Points. We have regular reports on local and regional economic information, but the information is limited.

Edit Details

50 Does your community have communication/broad band services or plans to acquire them?

1 Point. We are thinking about developing a plan for broad band access and have discussed it with our elected officials.



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Community:	Camp Verde
Current Status:	Ready for submittal
Overall Score:	86/126 - 68%
Community Size:	Medium

Section 5: Essential Service Infrastructure 14/24 - 58%

- [Section 1](#)

- [Section 2](#)

- [Section 3](#)

- [Section 4](#)

- [Section 5](#)

- [Section 6](#)

Question

Your community must complete the following questions.

33 Does your community encourage new development to locate where infrastructure and services already exist?

Edit Details

1 Point. We have an adopted Capital Improvement Program (CIP) that is linked to our general/comprehensive plan.

34 How does your community plan for its future social infrastructure and service needs, such as child and dependant care, senior services, disability services, food assistance, shelters, etc.?

Edit Details

would this include library

1 Point. Our community has engaged government and nonprofit social service providers, community organizations and faith-based groups in community planning issues.

35 How does your community plan and coordinate the development of public utilities, including power, water, and sewer?

Edit Details

3 Points. We plan and coordinate with local utilities and the Arizona Corporation Commission (ACC), when possible.

36 Does your community track (or collaborate at the regional level) travel patterns to better understand how and why people travel in your area?

Edit Details

3 Points. We conduct (or collaborate at a regional level) traffic pattern studies every few years and review the need and efficiency of programs that are impacted by the study (such as ride-share, HOV lanes and regularly scheduled public transit).

37 How does your community or region address airport planning?

Edit Details

1 Point. We are developing a process to incorporate airport planning with regional land use decisions.

Library

38) Does your community's general/comprehensive plan address access to or construction of hospitals, healthcare clinics, pharmacies, and location of emergency and social service facilities?

Edit Details

1 Point. We are developing a process to better plan for hospitals, healthcare clinics, pharmacies and emergency and social service facilities.

39 How does your community integrate wildlife movement corridors (connecting larger blocks of wildlife habitat) to ensure motorist safety and provide safe wildlife passage?

Edit Details

3 Points. We identify important wildlife crossing sites in our environmental planning, open space, and/or transportation elements of our general/comprehensive plan and we incorporate open space and wildlife passage structures along existing and future roadways and infrastructure, when possible.

40 Does your community have a transit program?

Edit Details

1 Point. We are developing a transit program.

You are encouraged to complete the following questions but they are not required and will not be considered in your section/overall score. The answers can be viewed by the public.

41 Does your community have incentives and flexible regulations to promote Transit Oriented Development (TOD)?

Edit Details

1 Point. We are developing incentives to promote TOD.



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Community:	Camp Verde
Current Status:	Ready for submittal
Overall Score:	86/126 - 68%
Community Size:	Medium

Section 4: Opportunity 19/27 - 70%

- [Section 1](#)
- [Section 2](#)
- [Section 3](#)
- [Section 4](#)
- [Section 5](#)
- [Section 6](#)

Question
<p><input type="checkbox"/> Your community must complete the following questions.</p> <p>24 Does your general/comprehensive plan address the following housing issues: elimination of substandard dwelling conditions, the improvement of housing quality, variety and affordability, provision of adequate sites for housing and identification and analysis of existing and forecasted housing needs?</p> <p>Edit Details</p> <p>3 Points. Our general/comprehensive plan has a housing element and/or we have a specific housing plan that addresses all of the housing issues listed above.</p>
<p>25 Does your community track the balance of jobs, wages and housing to inform land use decisions?</p> <p>Edit Details</p> <p>2 Points. We link housing and economic development efforts, but have not specifically developed policies, regulations or procedures to encourage or track the jobs/housing balance.</p>
<p>26 Which option best describes the mix of housing types approved in your community?</p> <p>Edit Details</p> <p>2 Points. We approve a limited mix, including some affordable housing.</p>
<p>27 Does your community include in its planning process the reservation of school sites in locations that foster safe learning environments for students, such as within walking distance from home and safely away from major transportation corridors?</p> <p>Edit Details</p> <p>2 Points. We coordinate with the local school board about the feasibility of requiring school sites to be located within direct walking distances from the neighborhoods they serve, preferably away from (or buffered from) major transportation</p>

corridors.

Edit Details **28 Does your community have pedestrian mobility options that include an integrated system for bicycling and walking linking residential, commercial, and recreation areas?**

2 Points. We have trails and bike lanes but not a connected system.

Edit Details **29 Can community residents meet most daily shopping needs – food, hardware, banking and clothing – locally?**

1 Point. Residents have to travel outside the area for most everyday needs, but some staples can be found locally.

Edit Details **30 Does your community provide incentives to support affordable housing?**

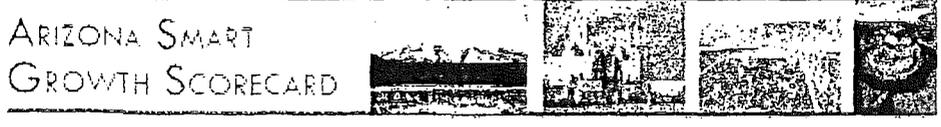
1 Point. We are developing affordable housing incentives.

Edit Details **31 Does your community plan for and track the mix and affordability of housing at the local or regional level?**

3 Points. We conduct (or collaborate at a regional level) housing studies every few years to assess affordable housing in our area, inventory the mix of our housing and consider this data in our plan updates.

Edit Details **32 Does your zoning allow for mixed uses, especially in designated growth areas or corridors?**

3 Points. Our zoning ordinance allows mixed land uses in a number of locations throughout the community and in designated growth areas.



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Community:	Camp Verde
Current Status:	Ready for submittal
Overall Score:	86/126 - 68%
Community Size:	Medium

Section 3: Stewardship of Natural Resources 12/21 - 57%

- [Section 1](#)
- [Section 2](#)
- [Section 3](#)
- [Section 4](#)
- [Section 5](#)
- [Section 6](#)

	Question
	<p>☐ Your community must complete the following questions.</p> <p>13 Has your community identified its natural assets (rivers, mountains, mesas, open space, viewsheds) and taken steps to restore or protect them?</p> <p>Edit Details 2 Points. We have identified our natural assets in our general/comprehensive plan and are developing policies and/or programs to begin the process of protecting them.</p> <p>14 Does your community have programs to acquire and maintain open space?</p> <p>Edit Details 2 Points. We have policies that address acquiring and maintaining open space.</p> <p>15 How does your community plan to minimize its susceptibility to wildfires?</p> <p>Edit Details 1 Point. We are considering the possible adoption of a wildfire defense plan and/or process for reduction of hazardous fuels.</p> <p>16 Do local regulations require open space within new development?</p> <p>Edit Details 2 Points. New developments are encouraged to provide open spaces with access to them, but our regulations do not provide guidelines for the type and location.</p> <p>17 Do you have a comprehensive water resource management plan(s) in place?</p> <p>Edit Details 1 Point. We are developing a plan for future water needs.</p> <p>18 Does your community's general/comprehensive plan have a natural open space element that strives for a</p>

regional integrated system that includes protected land critical for preserving wildlife habitat connectivity?

Edit Details 3 Points. We emphasize conservation of wildlife habitat and corridors in our general/comprehensive plan; strive for a regionally integrated system of open space that includes habitat that we are taking steps to conserve.

19 How does your community encourage actions that mitigate negative impacts to wildlife habitat from development?

Edit Details

1 Point. We are developing policies and guidelines to mitigate negative impacts to wildlife habitat.

You are encouraged to complete the following questions but they are not required and will not be considered in your section/overall score. The answers can be viewed by the public.

20 Does your community protect open space, manage growth and infrastructure and encourage economic development through programs like cluster development, transfer of development rights (TDR), conservation easements, and partnering with land trusts?

Edit Details

2 Points. We utilize one of these or similar programs.

21 Does your general/comprehensive plan include provisions to reduce adverse air quality impacts?

Edit Details

2 Points. Our plan has air quality policies but we do not have regulations or funding to implement air quality improvements.

22 Does your community have an energy efficiency plan?

Edit Details

1 Point. We are considering the adoption of an energy efficiency plan and/or energy element to our general / comprehensive plan that includes alternative sources of energy.

23 Does your community require and/or provide incentives for green building?

Edit Details

1 Point. We are considering offering incentives for new green building.



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Community:	Camp Verde
Current Status:	Ready for submittal
Overall Score:	86/126 - 68%
Community Size:	Medium

Section 2: Preservation of Community Character 13/15 - 87%

Section 1

Section 2

Section 3

Section 4

Section 5

Section 6

Question

Your community must complete the following questions.

5 Has your community developed a vision statement with public participation that is reflected in the general/comprehensive plan?

Edit Details

3 Points. We have a vision statement crafted with public participation that guides our general/comprehensive plan and planning decisions.

6 Does your community have design mechanisms, such as design guidelines, form-based codes, special districts, area plans, or overlay zones so that streets, buildings, and public spaces work together to create a sense of place and promote local character?

Edit Details

3 Points. We have more than one of these or similar mechanisms in place overseen by a design review process.

7 How does your community protect historic and cultural resources?

Edit Details

2 Points. My city/town or county has policies in the general/comprehensive plan to inventory and protect historic and cultural resources.

8 Where does new development connect to your community?

Edit Details

3 Points. New development is encouraged to locate within designated Growth Areas and corridors, infill and redevelopment areas with planned or existing infrastructure; and includes a variety of uses and community services, such as employment, shopping, housing, public spaces, and multimodal

opportunities.

9 Does your community promote art, cultural, and community events for its citizens (such as festivals, farmer's markets, youth events, regional fairs, and rodeos)?

Edit Details

2 Points. We encourage community events by partnering with local and regional organizations.

You are encouraged to complete the following questions but they are not required and will not be considered in your section/overall score. The answers can be viewed by the public.

10 Does your community have flexible parking regulations to improve circulation and promote community character?

Edit Details

3 Points. Our development regulations prescribe maximum parking provisions; allow parking reductions for mixed use projects, development near transit facilities, or off-site parking provisions (e.g. on-street parking); allow for shared parking; and/or offer credit for parking provided off-site.

11 Does your community have a sign ordinance that is protective of the community's architectural and historic character?

Edit Details

3 Points. We have a sign ordinance with design review requirements that promotes community character through context sensitive design; parameters for size, color, lighting, and digital capabilities; or similar mechanisms.

12 Does your community have requirements and incentives such as a streamlined permitting process, fee waivers, density bonuses and/or other incentives to encourage redevelopment, infill, and adaptive reuse of underutilized and vacant sites and buildings?

Edit Details

2 Points. We have a couple of these or similar incentives.



ARIZONA SMART GROWTH SCORECARD



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Community:	Camp Verde
Current Status:	Ready for submittal
Overall Score:	86/126 - 68%
Community Size:	Medium

Section 1: Responsibility & Accountability 11/12 - 92%

- [Section 1](#)
- [Section 2](#)
- [Section 3](#)
- [Section 4](#)
- [Section 5](#)
- [Section 6](#)

	Question
	<p>Your community must complete the following questions.</p> <p>1 Is your general/comprehensive plan current and inclusive of all Growing Smarter elements as required by state statute?</p> <p style="text-align: right;">3 Points. Our plan is current with all required elements and has one or more additional elements not required by statute; it is reviewed annually by staff and amended as necessary.</p> <p style="text-align: right;">2 How do you engage the local community in planning activities?</p> <p style="text-align: right;">3 Points. We have an adopted public participation and neighborhood involvement plan that explicitly outlines methods to involve a broad representation of the community, including non-traditional partners (such as non-profit and faith-based organizations, school districts, etc.) using innovative public involvement techniques that go beyond conventional public hearings (design charettes, town halls, workshops, focus groups, youth programs, electronic communication, surveys, etc).</p> <p style="text-align: right;">3 Are you using your general/comprehensive plan to determine your funding and planning priorities?</p> <p style="text-align: right;">2 Points. The general/comprehensive plan identifies implementation actions for adopting regulations or funding of public improvements.</p> <p style="text-align: right;">4 Does your community participate in regional planning by coordinating with Tribal governments and State and Federal land managers, and utilize regional plans and policies to guide local decisions and implementation?</p> <p style="text-align: right;">3 Points. We meet regularly with regional entities that are</p>
Edit	Details
Edit	Details
Edit	Details

involved in land use decisions and we utilize cooperative mechanisms, such as sharing land use data, joint planning meetings, revenue sharing and intergovernmental agreements, to address regional issues and adjacent land use impacts.

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