



**REGULAR SESSION & PUBLIC HEARING
TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION
473 S. MAIN STREET, ROOM 106
CAMP VERDE, AZ 86322
THURSDAY, JUNE 7, 2018 6:30 PM**

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

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

1. **Call To Order**
2. **Roll Call**
3. **Pledge Of Allegiance**
4. **Consent Agenda** - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission so requests.
 - a. **Approval of Minutes:**
May 10, 2018 – Special Session
 - b. **Set Next Meeting, Date and Time:**
TBD
5. **Call To The Public For Items Not On The Agenda**
(Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.)
6. **Discussion and Possible Recommendation to the Town Council for an application submitted by Red Moon Development & Construction, for a Final Site Plan of a proposed RV Park on approximately 65 acres just northwest of the interchange for Interstate 17 and State Route 260, which encompasses parcel numbers 403-21-014K, 403-21-014L, 403-21-250C, 403-21-014F, 403-21-014M, 403-21-021E, 403-22-021, and 403-22-018C, in Camp Verde, Yavapai County, Arizona.**
7. **Public Hearing Items:**
 - a. **Public Hearing, Discussion, and Possible Recommendation to the Town Council regarding an application submitted by Tonya Wiertzema, for a Use Permit for Agri-Tourism in an RR-2A (Residential: Rural, 2-Acre Minimum Lot Size) District for an Event Facility. The property is approximately 60 Acres and is located at 3500 W. Mahoney Road, Parcel No. 403-13-002A, in Camp Verde, Yavapai County, Arizona.**
 - b. **Public Hearing, Discussion and Possible Recommendation to the Town Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 303, Home Occupations.**

There Will Be No Public Input On The Following Items:

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

DRAFT MINUTES
SPECIAL SESSION & PUBLIC HEARING
TOWN OF CAMP VERDE
THE PLANNING AND ZONING COMMISSION
473 S. MAIN STREET, COUNCIL CHAMBERS ROMM 106
THURSDAY, MAY 10, 2018 6:30 PM

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

1. Call to Order

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

2. Roll Call

Chairman B.J. Davis, Vice Chairman Teresa Helm, Commissioners, Greg Blue, Bruce George, Steve VanLandingham and Chip Norton are present. Commissioner Jim Hisrich is absent.

Also Present

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

3. Pledge of Allegiance

Commissioner Blue led the Pledge

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

Approval of Minutes:

April 12, 2018 – Special Session

Set Next Meeting, Date and Time:

TBD

Vice Chair Teresa Helm pointed out on the last page of the minutes, there is no “h” in her name.

Motion was made by Commissioner George to accept the consent agenda with the correction to Teresa Helm’s name. Second was made by Vice Chairman Teresa Helm. **Motion** carried unanimously.

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

(Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date).

No public to speak.

6. Public Hearing Items:

Public Hearing, Discussion, and Possible Recommendation to the Town Council regarding an application submitted by Tonya Wiertzema, Nashwa Farms for a Use Permit for Agri-Tourism in an RR-2A (Residential: Rural 2-Acre Minimum Lot Size) District for an Event Facility. The property is approximately 60 acres and is located at 3500 W. Mahoney Road, Parcel No. 403-13-002A, in Camp Verde, Yavapai County, Arizona.

Declare Actions:

Public Hearing Open at 6:33 pm.

Call for Staff Presentation:

Town Planner Melinda Lee stated that the Commissioners had a field trip to the property on May 8th. This was an opportunity for Commissioners to ask general questions and see the property. The applicants are proposing to use the property for equestrian and other events. The events they have already held have been successful. The neighbors have been very supportive. Other organizations may use the property as well. The plan is to have approximately six to twelve events per year. Ms. Lee reviewed the criteria for a Use Permit and showed photos of the property. Staff supports this proposal and feels that it is a good fit for the property because it is a large parcel. The property will also have RV spaces that would be available for people attending the events.

Commissioner George asked if they are approving this based on the electrical and structural permits being approved. Ms. Lee stated that all permits have been submitted. Community Development Director Carmen Howard stated the Use Permit won't be valid until all permits are final.

Chairman Davis asked if the fire marshal has inspected the property. Ms. Howard stated the property is outside the Fire District.

Vice Chair Helm asked if the property owners are going to keep the bottom portion of the parcel agriculture. Ms. Wiertzema stated that yes, they are cutting hay on that portion right now.

Commissioner George stated that he hoped they would start advertising, and get the word out to let people know they are there. Ms. Wiertzema stated that the Grand Canyon Rodeo Association has asked if they would consider hosting an event in 2019 that they would love to do this but are waiting on the approval of permits.

Commissioner Blue stated that he used his GPS when he went out for the field trip and it only took him to corner of property, and got lost. He is suggesting they add a main entrance sign, or some kind of signage.

Call for Applicant Presentation: None needed.

Call for Comments from the Public: None present.

Call for Staff and/or Applicant Rebuttal/Clarification, if appropriate: No further comments

Declare Public Hearing Closed at 6:48 pm

Call for Commission Discussion: None

Call for Staff Comments: None

Call for Motion

Motion was made by Commissioner Norton to recommend to the Town Council regarding an application submitted by Tonya Wiertzema, Nashwa Farms for a Use Permit for Agri-Tourism in an RR-2A (Residential: Rural 2-Acre Minimum Lot Size) District for an Event Facility. Located at 3500 W. Mahoney Road, Parcel No. 403-13-002A, in Camp Verde, Yavapai County, Arizona. Second was made by Commissioner George.

Call for Discussion of Motion: None needed

Call for the Question: **Motion** passed unanimously

7. Current Events

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

No current events to discuss.

8. Staff Comments

The next meeting is scheduled for June 7, 2018, if there is an application to review.

9. Adjournment

Motion was made by Vice Chairman Teresa Helm to adjourn the meeting. Second was made by Commissioner Blue. **Motion** carried unanimously. Meeting was adjourned at 6:50 PM

B.J. Davis
Chairman

Carmen Howard
Community Development Director

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the Regular Session & Public Hearing of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 10th day of May 2018. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 10th day of May 2018.

Jennifer Reed
Jennifer Reed, Recording Secretary

Town of Camp Verde: June 7, 2018 Planning & Zoning Commission

BACKGROUND:

Red Moon Development successfully processed a request for a change of zoning for approximately 65 acres, just northwest of the Interstate 17 and State Route 260. The new zoning is Planned Area Development (PAD), which allows flexibility for the applicant to develop their proposed RV Park. The PAD designation requires a follow up action, which is the Final Site Plan approval.

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

- The subject property received approval of a Zoning Map Change for a C2-PAD on February 28, 2018, per Ordinance No. 2018-A432.
- The Planning & Zoning Commission agenda was posted in public places on May 31, 2018 by Community Development Staff.

COMMUNICATIONS FROM AGENCIES/PUBLIC:

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

See Exhibit D for Staff comments from reviewing agencies:

Town of Camp Verde Building Division

Contact: Robert Foreman Comments Received: May 22, 2018

Copper Canyon Fire & Medical Association

Contact: Kristi Gagnon Comments Received: May 15, 2018

Yavapai County Flood Control District

Contact: Paul Jungen Comments Received: May 16, 2018

Community Development

Contact: Carmen Howard Comments Received: May 23, 2018

STAFF RECOMMENDATION:

Staff recommends approval of the Final Site Plan, as proposed, to develop an RV Park.

RECOMMENDED MOTION:

A MOTION TO RECOMMEND APPROVAL OF AN APPLICATION FOR A FINAL SITE PLAN, AS REQUESTED BY RED MOON DEVELOPMENT. THE PROPERTY IS LOCATED JUST NORTHWEST OF INTERSTATE 17 & STATE ROUTE 260, ON PARCELS 403-21-014K, 403-21-014L, 403-21-250C, 403-21-014F, 403-21-014M, 403-21-021E, 403-22-021, and 403-22-018C.

Revised 03/08/18

Application #: 20180191



Land Use Application Form

1. Application is made for:

- | | | |
|--|---------------------|------------------------|
| Zoning Map Change | Use Permit | General Plan Amendment |
| Conceptual Plan Review | Preliminary Plat | Final Plat |
| <u>PAD Final Site Plan Review</u> | Variance | Appeal |
| Street Abandonment | Minor Land Division | Wireless Tower |
| Administrative Review | Lot Line Adjustment | Zoning Verification |
| Development Standards Review (Commercial) | Other: _____ | |

2. Project Name: Red Moon RV Resort

3. Contact information: (a list of additional contacts may be attached)

Owner Name: Verde Forepost LLC
 Address: 2800 Niagara Lane N
 City: Plymouth State: MN Zip: 55447
 Phone: 415-902-2820
 E-mail: rday@providentrev.com

Applicant Name: Red Moon Development and Construction, Inc
 Address: 10025 E Dynamite Blvd., Suite B140
 City: Scottsdale State: AZ Zip: 85262
 Phone: 480-947-9253
 E-Mail: info@redmoonhomes.com

4. Property Description: Parcel Number _____ Acres: 66.7
403-21-014K, 403-21-014L, 403-21-250C, 403-21-014F, 403-21-014M, 403-21-021E, 403-22-021, 403-22-018C

Address or Location: East end of Wilshire Blvd, 2400' +/- north of the intersection of Interstate 17 and State Route 260.

Existing Zoning: C2-PAD Existing Use: Undeveloped

Proposed Zoning: Not Apply Proposed Use: RV Resort

5. Purpose: (describe intent of this application in 1-2 sentences)

Development standards review for proposed RV resort

6. Certification:

I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action.

Owner: [Signature] Date: 5/7/2018 AND

I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted prior to having this application processed.

Applicant: [Signature] Date: 5/7/18



**SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.**

www.sec-landmgt.com

info@sec-landmgt.com

CORPORATE OFFICE:

20 STUTZ BEARCAT DRIVE #6

SEDONA, ARIZONA 86336

(928) 282-7787

BRANCH OFFICE:

825 COVE PARKWAY

COTTONWOOD, ARIZONA 86326

(928) 634-5889

May 31, 2018

Planning and Zoning Commission
473 South Main St. Suite 102
Camp Verde, AZ 86322

Re: Letter of Intent for Red Moon RV Resort

To whom it may concern,

We are pleased to provide this letter of Intent and the supporting documentation for your review and approval.

Project Team

Red Moon Development and Construction, Inc – Developer/Applicant

Krishan Ginige (SEC, Inc.) – Authorized Agent (Applicant)

SEC, Inc. – Planning, Engineering and Surveying

Rick Schreiber-Architect

Brett Kessler-Landscape Designer

Overview

Red Moon Development and Construction, Inc. has purchased property situated in parcels 403-21-014K, 403-21-014L, 403-21-250C, 403-21-014F, 403-21-014M, 403-21-021E, 403-22-021, 403-22-018C (approximately 67 acres) in the Town of Camp Verde adjacent to US Highway 17 and Arizona Highway 260. The property is currently vacant and is surrounded on the north and east sides by residential (R1L-70) properties, commercial (C2) properties and US Highway I-17 Right of Way to the south and State Route 260 Right of Way to the west. It was recently re-zoned to C2-PAD per Ordinance 2018-A432. (Ref. Sheet 1 of Development Plan Exhibit)

Resort Site Plan (Ref. Sheet 2-6 of Development Plan Exhibit)

The proposed development will consist of constructing and operating a 400 space +/- RV Resort. The business will operate year-round, seven days per week. RV spaces will be rented, not sold, on both a short term and long term basis. There will potentially be some park model homes for longer term rental as well. There will be an office and small

convenience store offering commonly needed items. There will also be a clubhouse, pool, dog-park and separate shower and laundry facilities for resort guests. 1 or 2 maintenance buildings with similar architectural style may also be provided.

The resort will provide 3 sizes of Recreational Vehicle spaces: 30'x70' "pull-through" sites for the popular "Big Rigs" which often have a tow vehicle; 30'x60' "back-in" sites for large RV's that don't need pull-through capabilities, and 30'x40' "back-in" sites for small RV's. All sites will have a vegetative screen for a sense of privacy. The sites are primarily oriented toward the North East to provide beautiful vistas of the Verde Valley and the Mogollon Rim. Each site will have a level concrete pad for the vehicle, thus eliminating the need and inconvenience of using leveling blocks. Paved roads will reduce or eliminate dust within the resort and adjacent properties. The property will be landscaped with a variety of trees and bushes for screening purposes.

The property has rights to the existing Verde/Woods irrigation ditch running through the site which may be utilized for landscape irrigation as well as for a pond for the enjoyment of the guests. A portion of the site also abuts the Verde River. The facility will be designed to preserve the natural environments along the river and irrigation ditch as open space and recreational sites for the guests. The Town of Camp Verde has plans for a recreational area on the east side of the Verde River adjacent to the resort. The Town has agreed to provide at least 2 easements for access the recreation area from the resort for the guests.

Access to the development will be via Wilshire Blvd/Dreamcatcher Lane which is currently being upgraded to a roundabout by the AZ DOT. A secondary gated entrance will be provided for emergency vehicle access to the resort per fire department regulations.

With easy access to I-17 and highway 260, this site is in an ideal location for travelers wishing to explore the sights and attractions of the valley. Also the nearby food and fuel venues, RV services and easy access to the Town's main street and shopping district will be strong incentives for travelers to choose this resort for their visit to the valley.

Utilities

Town of Camp Verde sewer and water services are currently available and will be utilized by the resort. Electric supply will be by APS. CenturyLink High Speed internet access will be provided to all the sites utilizing the latest WIFI technology.

The developer has agreed to provide a 50'x50' site within the resort for the Town to install a sewer pump station as part of the Town sewer system (see Exhibit sheet 2). The Town will perform the design and construction of the pump station and sewer main connections. The sewer main is to lie within the roads of the resort.

The Town has agreed to provide a 15'x20 space within the pump station site for the developer to install irrigation pumps for use by the resort. The developer intends to begin construction by July 2018 with completion in 4 months. The Town has agreed to accept sewage from the resort into the pump station and to have the pump station operational by the time the resort is ready to discharge.

Drainage (Ref. Sheet 2 of Development Plan Exhibit)

The natural drainage of the undeveloped site is primarily sheet flow in an easterly direction from State Route 260 toward the existing irrigation ditch. Two 48" diameter metal pipes convey drainage from highway 260 under Dreamcatcher Lane onto the property. It then follows a natural swale until it daylights and becomes sheet flow toward the irrigation ditch. All drainage to the west of the irrigation ditch flows naturally into the irrigation ditch. All drainage on the east side of the irrigation ditch naturally flows to the Verde River.

A portion of the land on the east side of the irrigation ditch had been irrigated for agricultural purposes in the past using water from the ditch. The irrigated area is very flat. The rest of the property remains in a natural state with large trees in the riparian corridor along the Verde River.

The proposed development will be designed in such a way as to minimize run-off contaminants from the RV sites. This will be achieved by providing small detention troughs between each site which will capture run-off from the pads, thus providing "first flush" functionality. Capturing the "first flush" is intended to contain the majority of pollutants of the site. All other run-off on the west side of the irrigation ditch will be captured in detention ponds adjacent to the west side of the irrigation ditch. These ponds will be designed to overflow into the irrigation ditch when they reach maximum capacity. They will also provide "first-flush" functionality.

The existing metal pipes at Dreamcatcher Lane will be directed to a drainage structure and then the flow will be conveyed across the site via pipes to a proposed pond adjacent to the irrigation ditch. That pond will overflow into the irrigation ditch when it reaches maximum capacity.

The sites on the east side of the irrigation ditch will primarily drain to the proposed recreational pond. The pond will be designed to overflow to the river should it reach its maximum capacity. Sites immediately adjacent to the river will be graded to drain towards the river. All sites will be designed to capture "first flush" run-off within the sites as noted previously.

The open space areas along the river that are designated for recreational use will require minimal grading and thus will retain the existing drainage patterns.

Architecture (Ref. Sheets 7-10 of Development Plan Exhibit)

The design intent of the architectural pallet is to blend into the use of native southwest materials such as reclaimed antique wood beams, rusted standing seam roofs, horizontal lap siding, natural desert tone stone veneers and brownish-black sash, exterior lighting of a lantern style with rusted frames and complying with the "Dark Sky Ordinance". The proposed buildings for the site consists of a Club house, Office/Store building, two Laundry/shower buildings, and two Maintenance buildings (not identified in the plans) with an estimated maximum square footage of 10,000, 2,200, 2,000 & 1,000 respectively

Landscaping (Ref. Sheets 11-14 of Development Plan Exhibit)

The landscape of the RV resort is meant to provide visitors with a range of experiences, from highly programmed recreational areas to meditative walking trails. Outdoor spaces will vary in scale and in social intensity, from the privacy of the outdoor living spaces within each RV lot, to larger shared spaces that encourage social gatherings. Additionally, programmatic elements have been grouped and aligned along clear routes, enabling ease of wayfinding. The clubhouse, with its many amenities, is situated just off the activities trail. Along the activities trail, visitors can enjoy a competitive game of pickleball, then stroll along the Verde River, pausing to rest and enjoy a good book in the hammock grove. They can then make their way over to the pond, to picnic on the decks, absorbing the scenery from beneath the protection of shade canopies.

The materiality and design language have been carefully curated to ensure a cohesive experience across the site. The geometries of the formal design have been inspired by the meanders of the Verde River and by the geological and topographic features of the region. Materials have been chosen to give a contemporary feel, yet to blend in seamlessly with the rustic setting. Landscape walls will be a fresh interpretation of the classic gabion wall, filled with locally sourced stone. Paths and terraces will be paved in a mixture of decomposed granite and precast concrete pavers, selected for their clean lines and contrast of textures. Shade structures and other special features will incorporate accents of Corten steel and natural wood. Native desert vegetation will be grouped in lush plantings, with species selected both for their resilience to drought and for their seasonality and year-round appeal. Desert trees and shrubs will be used to break up spaces, creating privacy, but also to create alluring naturalistic gardens. Regimented allées of trees will help visually reinforce central routes, while also providing shade.

Following documents are made a part of this letter.

- Development plan exhibits provided with Development Standards Review application (14 pages)
- Property maps (ALTA Survey exhibits) provided with Development Standards Review application (6 pages)
- Miscellaneous documents included with the Development Standards Review application

If you have any questions or need additional clarification, please feel to contact me at kginige@sec-landmgt.com or by phone at 928-634-5889 Ext 4219.

Sincerely



G. Krishan Ginige, P.E, MS, CFM
President

Exhibit C: Red Moon Final Site Plan
Proposal Packet -- See (3) Separate Attachments

TOWN OF CAMP VERDE



Memorandum

To: Melinda Lee, Planner

Cc: Sandy Farrar, Permit Technician

Denise Pitts, Permit Technician/Inspector

Kristi Gagnon, Camp Verde Fire Marshal

From: Robert Foreman, Building Official

Date: May 22, 2018

Re: Development Standards Review, Red Moon Development Project #20180191

Building Department has the following comments on the development review application. These comments are preliminary in nature only, and are subject to change.

- Camp Verde is currently under the 2012 IBC, the 2012 IFC, the 2011 NEC, the 2012 IECC and the 2012 supplemental codes.
- Building submittal applications for commercial projects requires five (5) complete sets of plans and one (1) of these need to be wet sealed, and one PDF file.
- Plans need to be drawn by a registered Arizona Design professional(s).
- Camp Verde technical amendments to the codes can be found on the Town web site www.cvaz.org Community Development/Building Safety. Climatic and Geographical criteria can be found there as well.
- Climate zone for Camp Verde under the IECC has been amended from 4B to a 2B zone. All urinals are required to be no water flush or 1 pint flush.
- All work has to be performed by Arizona licensed contractors. A town business license is required for all contractors including subs.
- Building Division is a 'one stop shop' for all applications. Building/Fire Suppression/Drainage/Grading/Civil/Deferred submittals etc. All needed information and plans will be forwarded to the proper agencies. Fire District/Public Works/Zoning/Yavapai County/ADEQ/Environmental etc.

- Per the intergovernmental agreement with the Camp Verde Fire District, the District assists and advises in the interpretation of the Town adopted International Fire Code. No Commercial permit can be issued without Fire District sign off.
- A list of all contractors, including subs to be provided prior to building permit being issued.
- A hard copy of the commercial permit application packet is included with these comments.



Robert L. Foreman
Building Official
Town of Camp Verde
473 S. Main St. Ste 108
928-554-0050
Robert.foreman@campverde.az.gov



Copper Canyon Fire & Medical Authority

26B Salt Mine Road, Camp Verde, AZ 86322
www.cc-fma.org Phone (928) 567-9401

May 15, 2018

FIRE CODE PLAN REVIEW COMMENTS

This review is based on: 2012 International Fire Code and 2012 International Building Code.

PROJECT

**RED MOON RV RESORT
C2-PAD FINAL SITE PLAN
WILSHIRE BLVD & STATE ROUTE 260
CAMP VERDE, AZ 86322**

CONTACT

**RED MOON DEVELOPMENT & CONSTRUCTION
480-947-9253**

The following was submitted for this review: 1 Set of Project Plans dated 5/7/2018

1. All roadways, including the emergency vehicle access, must meet the minimum standards as outlined in the 2012 International Fire Code.
 - a. All turns will need to meet the turning radius of 28' inside, and 50' outside.
 - b. The road will need to be designed to be able to withstand 75,000 pounds driving load.
 - c. The road surface will need to be an all-weather surface.
 - d. The width of the road shall be a minimum of 20' wide.
 - e. The grade of the road shall not exceed 10%.
2. Additionally, the location of the emergency vehicle access does not meet the minimum separation distance from the primary ingress/egress. Other location options for the emergency vehicle access need to be identified.
3. Fire hydrants are not indicated on the site plans. As stated in the Conceptual Plan Review Meeting, the fire hydrants shall be installed throughout the property at a spacing no greater than 500'. Copper Canyon Fire has identified ideal locations for the fire hydrants and is happy to discuss the placements with you.
4. Further comments will be made for the construction of the on-site buildings.

These **PLANS ARE NOT APPROVED**. Failure to identify a code violation during this process of the plan review **DOES NOT** give the permit applicant the right nor authority to violate the code. **The final installation and construction must be in accordance with the code.**

Please feel free to contact me at (928) 567-9401 ext. 8005, should you have any questions.

Sincerely,

Kristi Gagnon
Fire Marshal



Town of Camp Verde

Community Development

◆ 473 S. Main Street, Suite 108 ◆ Camp Verde, Arizona 86322 ◆

◆ Telephone: 928.554.0050 ◆

◆ www.campverde.az.gov ◆

Date: May 23, 2018

To: Krishan Ginige, Southwest Environmental Consultants

From: Carmen Howard, Director, Community Development
Melinda Lee, Planner, Community Development

Re: Red Moon RV Park, Final Site Plan Review Comments

The following changes need to be made on the site plan documents. A single 24" X 36" set of the revised documents may be submitted to the office. The site plan documents for the upcoming Planning & Zoning Commission meeting on June 7, 2018, may be printed on 11" X 17" sheets. Staff will supplement the report with the supporting documents in the Staff Report.

- The zoning map on the cover sheet should show the C2-PAD designation, as shown on the Yavapai County Interactive GIS site.
- What is the status of parcel 403-22-024? It was not included in the Zoning Map Change process, nor does it appear to belong to Verde Fencepost -- yet it has a small section that cuts out part of the bottom of this project. The site plans do not show this. Do the site plans need revision or do we need to include this as part of the project somehow?
- The address for the project will be off Dream Catcher Drive, based on the location of the main entrance. Also, the name of Dream Catcher Drive needs corrected on Sheet 1, it shows as "Ln".
- On sheet 2, the square footage of the three types of RV spaces should be noted.
- Parking dimensions cannot be figured for the clubhouse and office/store until approximate dimensions are given for these two buildings. Will these two buildings will be open to the public? Please provide approximate dimensions for the laundry facilities also. Please note, the proposed building dimensions on this Final Site Plan proposal must reflect the largest proposed sizes. When the project is being developed, adjustments may then be made to a lesser degree, but not greater.
- It has been determined the distance from the freeway is too great to allow the larger freeway sign of up to 50' high and 150 square feet per side; and the entrance identification sign may be no larger than 100 square feet. However, you may propose a sign package that incorporates all signs with a cumulative, allowable total. Sheet 14, Signs, needs to provide a proposed sign package. In addition to showing the locations of the two free-standing signs shown on the plan, please show the location of other signage in the park; i.e., wall signs for the office/store, clubhouse, laundry/facilities, and directional signs throughout the park. Provide graphics of these signs with associated colors, materials, dimensions, and height.



Handicap Relay: 711 or Voice: 1-800-842-4681 TTD: 1-800-367-8939



MAY 17 '18 AM 6:20

Melinda Lee

From: Paul Jungen <Paul.Jungen@yavapai.us>
Sent: Wednesday, May 16, 2018 2:00 PM
To: Melinda Lee
Cc: Stacey Yeager
Subject: RE: Red Moon RV Park Proposal / PAD Final Site Plan Review

Melinda,

The Flood Control District does not have comments at this time regarding the PAD Final Site Plan Review. We are anticipating a Floodway Analysis/Drainage Report to review prior to the issuance of any development permits. I spoke with the engineer of record (Krishan) this afternoon and he was aware of the process and will submit the required documents at the appropriate time.

Thank you and talk to you soon,

Paul R. Jungen, P.E. CFM
District Engineer

Yavapai County Flood Control District



1120 Commerce Drive
Prescott, Arizona 86305
Phone: 928.771.3197
Fax: 928.771.3427
Paul.Jungen@yavapai.us
www.ycflod.com

From: Stacey Yeager
Sent: Wednesday, May 9, 2018 11:09 AM
To: Paul Jungen <Paul.Jungen@yavapai.us>
Subject: FW: Red Moon RV Park Proposal / PAD Final Site Plan Review

From: Melinda Lee <Melinda.Lee@campverde.az.gov>
Sent: Wednesday, May 9, 2018 11:03 AM
To: Stacey Yeager <Stacey.Yeager@yavapai.us>; Sandra.Finley@aps.com; Camp Verde Water (cvwsinc@yahoo.com) <cvwsinc@yahoo.com>
Subject: FW: Red Moon RV Park Proposal / PAD Final Site Plan Review

Trying again...
Melinda

From: Melinda Lee
Sent: Wednesday, May 09, 2018 10:46 AM

Town of Camp Verde: June 7, 2018 Planning & Zoning Commission

BACKGROUND:

The applicant received a recommendation of approval from the Planning & Zoning Commission for a Use Permit for Agri-Tourism on May 10, 2018. Based on an inquiry from a nearby neighbor on May 14, 2018, it was discovered that the property had not been duly posted during the Use Permit process. Therefore, it is necessary to have the item presented again in a Public Hearing forum before the Planning & Zoning Commission, with a recommendation forwarded to Town Council.

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

- On May 15, 2018, Community Development Staff posted the Public Hearing Notice on the subject property.
- Community Development Staff mailed out 27 letters to properties owners within three hundred (300) feet of the subject parcel on March 27, 2018. This letter advised the neighbors of the Planning & Zoning Public Hearing and Town Council meeting dates, times, and location.
- A Notice of Public Hearing was placed in the Verde Independent–Camp Verde Bugle newspaper on May 20, 2018 by Community Development Staff.
- A Notice of Public Hearing was posted at the Town Hall board and on the Town website on May 15, 2018, by Community Development Staff.
- The Planning & Zoning Commission agenda was posted at the Town Hall board and on the Town website by Community Development Staff on May 31, 2018.

STAFF RECOMMENDATION:

Staff recommends approval of the request for a Use Permit for Agri-Tourism, for an Event Facility.

RECOMMENDED MOTION:

Motion to recommend approval of an application for a Use Permit for Agri-Tourism in an RR-2A District (Residential: Rural, 2-Acre Minimum Lot Size) for an Event Facility, located at 3500 W. Mahoney Road, Parcel No. 403-13-002A, in Camp Verde, Yavapai County, Arizona.



Town of Camp Verde

Agenda Item Submission Form

Meeting Date: June 7, 2018 Planning & Zoning Commission

Applicant: Town of Camp Verde Community Development

Application: Planning & Zoning Ordinance Text Amendment

Presentation/Action: Recommendation to Council

Requesting Department: Community Development

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

Agenda Title (be exact):

Public Hearing, Discussion, and Possible Recommendation to the Town Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 303: Home Occupations, to remove the regulations for Vacation Rental/Short Term Rental.

List Attached Documents:

Exhibit A: Staff Report

Exhibit B: Proposed Text Amendments to the Camp Verde Planning & Zoning Ordinance.

Estimated Presentation Time: 10 minutes.

Estimated Discussion Time: 20 minutes

Reviews Completed by:

Community Development Department Head, Carmen Howard

Town of Camp Verde: June 7, 2018 Planning & Zoning Commission

BACKGROUND:

The Town of Camp Verde Town Council adopted Ordinance No. 2017-A428 on November 1, 2017, amending Section 303 of the Town Zoning Code to correlate with amendments to ARS §9-500.38 (renumbered to ARS §9-500.39), which prohibit cities and towns from restricting the use of or regulating short-term rental properties based on their classification, use or occupancy. Neither ARS §9-500.39 nor the amendments prohibit Arizona municipalities from applying business licensing requirements to the short-term rental industry.

A request for legal review of an ordinance of the City of Sedona requiring short-term rentals to obtain business licenses was recently filed with the Arizona Attorney General pursuant to ARS §41-194.01; and on May 4, 2018, the Attorney General issued an opinion that Sedona's ordinance does not independently violate ARS §9-500.39 but violates ARS §9-1304, which prohibits municipalities from adopting a "residential rental licensing requirement for residential rental properties or property owners".

Notwithstanding that the Arizona legislature previously recognized that short-term rentals are both residential and commercial in nature (ARS §9-1304 is not applicable to commercial properties or hotels and motels), the Attorney General determined that a reading of ARS §9-1304 together with ARS 9-500.39 requires a finding that the prohibition of ARS §9-1304 applies to short-term rentals. The City of Sedona was given thirty days to resolve the violation or face the withholding of state shared monies pursuant to ARS 9-141.01

Staff now recommends amending the Town of Camp Verde Zoning Code consistent with the Attorney General's opinion.

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

- A Notice of Public Hearing was placed in the Verde Independent–Camp Verde Bugle newspaper on May 20, 2018 by Community Development Staff.
- The Planning & Zoning Commission agenda was posted in public places on May 31, 2018 by Community Development Staff.

COMMUNICATIONS FROM AGENCIES/PUBLIC:

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

STAFF RECOMMENDATION:

Staff recommends approval of the request for the Planning & Zoning Ordinance Text Amendment, as outlined in Exhibit C.

RECOMMENDED MOTION:

Recommendation of approval to the Town Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 303, Home Occupations.

Exhibit B: Zoning Text Amendment
Section 303 -- Home Occupations

SECTION 303 - HOME OCCUPATIONS

Limited business use in residential premises is permitted as accessory use to the principal living quarters, subject to the following:

A. Allowed Business Activity:

Activity incidental to the primary residential use which does not change the character of the neighborhood by detectable lighting, noise, or appearance associated with the activity.

1. Home office activities associated with employment conducted elsewhere.
2. Practicing an occupation, profession or business that can be conducted without negative impact on the residential neighborhood.
3. Personal services, such as beautician or barber; business consultation, such as financial advice, tax preparation, accounting, insurance or real estate; by appointment only.
4. ~~Vacation Rental/Short Term Rental, as defined in A.R.S. §9-500.38(D)(2), subject to the following:~~
 - a. ~~Owners of vacation rental/short term rental properties shall be subject to the business licensing requirements set forth in Article 9-3 in the Town of Camp Verde Town Code.~~
 - b. ~~Owners shall provide all parking for guests on site in accordance with Section 403, Parking.~~
 - c. ~~Owners and guests shall comply with all applicable requirements of this Code, including those related to noise, nuisance lighting, refuse collection and property maintenance.~~
 - d. ~~Owners shall provide guests with a 24 hour emergency point of contact.~~