



MINUTES
Work Session & Public Hearing
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY, JULY 6, 2017
5:30 PM

Note: Planning Commission meetings end no later than 9:00 pm; therefore, it is possible that some items will be carried over to a subsequent meeting.

1. Call to Order

Vice Chairman Teresa Helm called the meeting to order at 5:46 p.m.

2. Roll Call

Vice Chairman Teresa Helm, Commissioners Dave Freeman (5:48), Greg Blue, Chip Norton, Jim Hisrich (5:58) and Bruce George are present. Chairman B.J. Davis was absent for the Work Session but joined the regular session at 6:30.

Also Present

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

3. Pledge of Allegiance

Vice Chairman Teresa Helm led the Pledge of Allegiance

4. Work Session to Discuss Criteria for the Use of Shipping Containers within Town Limits

Actions:

▪ **Vice Chairman Helm opened the Work Session**

CDD Carmen Howard explained that there were only four commissioners at the last scheduled meeting and commissioners wanted to have more input on this topic so this item was pushed back to this meeting. Ms. Howard stated that staff recommended doing something relating to shipping containers and provided proposed standards. Commissioner Norton stated that prior to the last meeting he received phone calls relating to shipping containers in residential areas. He felt it would be a good idea to revisit this topic so the public could have more input and feels a 1 acre lot is too small to allow shipping containers. The Commissioners discussed different lot sizes that could work and after a lengthy discussion, an agreement was made that a 2 acre minimum sounded like the most logical, natural division.

▪ **Public Comment-**

Tammy Woodward- appreciates the commission doing more work on this topic. She originally didn't care for these units in residential areas; however, she has done more research and has found that these containers are a popular way to store items. She thinks it is important to stick to strict guidelines as to the placement on property and the number that is allowed.

Cathy Davis- asked what about the difference between a storage container and a shipping container. Ms. Howard read the definition that is listed in the guidelines. Ms. Davis would also like to know the number of units that will be allowed on the properties. Commissioner Blue gave the members of the public a copy of the guidelines so they could reference it to their questions.

Commissioner George stated he felt these guidelines are well thought out, and agrees with the 2 acre minimum change that is suggested.

Commissioner Freeman stated that he lives in a CCR-restrictive area. One person was approved to have a storage container which was framed in to look like a small cottage, with stucco on the outside. No one would guess it was a storage container. He felt this was a good idea and it was also on a two acre lot. He suggested to look at the entire picture and look at the positives. He felt that enforcement will be important.

Commissioner Hisrich thinks changing it from 1 to 2 acres is a great idea.

▪ **Vice Chairman Helm closed the Work Session at 6:17 pm.**

- Vice Chairman Helm reconvened meeting at 6:30 pm. Chairman Davis resumed presiding over the meeting upon his arrival.

5. **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:**

June 8, 2017 – Public Hearing

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

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

6. **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 wanted to speak.

7. **Public Hearing and Discussion for an application, submitted by property owner Kevin Norton, for a Zoning Map Change from R1L-35 (Residential: Single Family Limited, 35,000-Square-Foot Minimum Lot Size) District to R-R (Residential- Rural) District, to allow for the application of an Agri-Tourism Use Permit for wine tasting and related events. The property is located at 536 W. Salt Mine Rd, on parcel 404-28-032B.**

Actions:

- Chairman Davis declared public hearing open at 6:33. Commissioner Chip Norton recused himself from the Commission.

- **Call for Staff Presentation: Planner Melinda Lee**

Planner Melinda Lee explained the zoning map change for this item and stated that the applicant Kevin Norton is present. Ms. Lee reviewed the staff report and stated the notices for the public meeting were mailed to each of the neighbors within 300 ft the above mentioned property, and notices were posted and advertised in the newspaper. Ms. Lee reported the Neighborhood Meeting was held May 4th and 19 people attended. Ms. Lee reported that only 1 response was received from the public which is included in the packet each Commissioner has. Copper Canyon Fire and Medical (CCFM) reviewed the request and only commented regarding emergency vehicle access requirements and would need to know any hazardous materials that will be on the property. Ms. Howard stated the applicant and the fire department met today and reviewed the fire code. Staff recommends that a note be included that the Use Permit must follow the Town adopted fire code; Ms. Howard stated the applicant is working with the Building Official to comply with the fire code. The Building Official's comments included compliance with the fire code and the possible need for permits with a change of occupancy, which may increase code requirements. CDD Howard's comments described the need to rezone the property from R1L35 to R-R in order to apply for a Use Permit for Agri-Tourism, with staff's support of such action; and Camp Verde Water System had no comments.

- **Call for Comments from Other Persons-**

Co-Applicant Chip Norton stated that he and his brother Kevin Norton are owners of Salt Mine Vineyard. He gave a presentation that included maps and goals for the winery. Mr. Norton stated they do have a liquor license in order to have alcohol but there is a 5 ounce limit on consumption of wine. A consumer cannot open the wine they purchase and then walk around the grounds. This will not be a place for after hours events. No visitors will be allowed in the Upper Vineyard as it is a steep area. Parking would be by the tasting room and is very limited. Visitation will be allowed during daylight hours only. Any other "events" would be invitation only and not directly related to the business operation. There would always be someone at the point of sale. Mr. Norton stated the tasting room occupancy will only allow for small gatherings. The proposed hours of operation would be Saturdays and holidays from 10am to 4pm.

Neighbor Louis DeMiguel owner of 316 Salt Mine is concerned about more traffic on Salt Mine Road and is worried about inebriated people walking down his street; asking about possible access of Highway 260 instead of Salt Mine Road. He stated he is very concerned about safety in the neighborhood and if there will be additional fire hydrants needed.

Neighbor Emily DeMiguel is concerned about how many people will be at wine tasting events. She also feels this topic should not be voted on tonight before her neighbors had time to really review the proposal and voice their opinion on this topic. Ms. DeMiguel is also concerned about the speed in which people will be driving up and down the road and suggested that speed bumps be placed on Salt Mine Road. Chairman Davis explained the process for the Public Hearings and stated there will be more time for public to speak.

Neighbor Sandy Vanlandingham is a new resident to Camp Verde. She loves the idea of a vineyard in her neighborhood. She also noticed the traffic on the road and feels the DeMiguel's worry is out of proportion. Ms. Vanlandingham believes it will not be a problem to have the vineyard open one day a week and only serve 5 ounces of wine.

Neighbor Tammy Woodward stated she is also a walker, biker, and runner on this road. She stated the traffic is bad, but doesn't feel like it will be part of the problem. She thinks this vineyard will have a positive impact on Camp Verde. Ms. Woodward feels that the planned State Park on this road will cause more of a traffic problem. She supports this application.

Neighbor Louis DeMiguel didn't know about the planned State Park. He doesn't feel 300 feet is large enough area and doesn't feel the neighbors know about this plan. He feels they need to have the opportunity to voice their opinion. Chairman Davis explained there will be more opportunity for neighbors to voice their opinion as the item continues to Town Council.

Commissioner George stated that Camp Verde is putting out new signs to try to keep traffic off of Salt Mine Road and use alternate routes.

Chip Norton doesn't feel this will cause more people to come down Salt Mine Road and offered to speak to any concerned citizens outside the meeting to review their concerns. He feels more people will be going down the road for state park. Commissioner Helm wanted to confirm that Kevin Norton would still be living on property and that the Building Department will be giving occupancy. Commissioner Hisrich asked about the 22 parking spots that were included in the application. Chip Norton stated that there will be a limited number of people entering tasting room but other people can walk through the vineyard. Parking will limit how many people will be able to be on the property. Commissioner Blue stated the Norton's should be promoting zoning to "Agriculture (AG)", and this could be a missed opportunity. CCD Carmen Howard stated there will still be a requirement to get a Use Permit with Agriculture zoning. Requiring a Use Permit provides the commission the chance to review the use's progress and make sure there are no issues. Chairman Davis restated there are 2 issues on the table, rezoning and use permits that have restrictions. Both of these will be going to council before it's approved. Chip Norton stated that at the neighborhood meeting the responses were overwhelmingly positive.

- **Call for Staff Rebuttal/Clarification:** None
- **Chairman Davis declared the public hearing closed 7:36pm**
- **Call for Commission Discussion-**None
- **Call for Staff Comments-**None

8. **Recommendation of Approval (or Denial) to Town Council for an application, submitted by property owner Kevin Norton, for a Zoning Map Change from R1L-35 (Residential: Single Family Limited, 35,000-Square-Foot Minimum Lot Size) District to R-R (Residential-Rural) District, to allow for the application of an Agri-Tourism Use Permit for wine tasting and related events. The property is located at 536 W. Salt Mine Rd, on parcel 404-28-032B.**

Motion was made by Commissioner George to recommend approval to Town Council for a Zoning Map Change as requested from Kevin Norton from R1L-35 (Residential: Single Family Limited, 35,000-Square-Foot Minimum Lot Size) District to R-R (Residential-Rural) District, to allow for the application of an Agri-Tourism Use Permit for wine tasting and related events. The property is located at 536 W. Salt Mine Rd, on parcel 404-28-032B. Second was made by Commissioner Blue. Motion passed unanimously.

9. **Public Hearing and Discussion for an application, submitted by property owner Kevin Norton, for an Agri-Tourism Use Permit in an R-R (Residential-Rural) District, to conduct wine tasting and related events at the existing vineyard property. The property is located at 536 W. Salt Mine Rd, on parcel 404-28-032B.**

Actions:

- **Chairman Davis declared the public hearing open 7:40pm.**
- **Call for Staff Presentation: Planner Melinda Lee**

Ms. Lee reviewed the differences between the two applications, providing an overview of the Agri-Tourism definition and intended purpose. She stated that procedures were followed with publications, and notices in a timely matter. A Town Business License for the expanded use and a Use Permit for Agri-Tourism will be required for the proposed use on the property and Building Codes will have to be followed for the change in occupancy. Parking requirements will be determined through the building permit process. She recommends to include a condition stating compliance to the Town's adopted Fire Code.

- **Call for Comments from Other Persons**
- **Call for Staff Rebuttal/Clarification:** None
- **Chairman Davis declared the public hearing closed at 7:50pm.**
- **Call for Commission Discussion:**
Commissioners asked about the length of time for a Use Permit. Kevin Norton requested a 10 year Permit. Commissioner Blue thinks a 5 year permit would be appropriate because of the sensitivity of the neighbors, then come back and ask for perpetuity. CCD Carmen Howard stated that they could do perpetuity now and include a review in 1 year to address any potential concerns.
- **Call for Staff Comments:** None

10. Possible Recommendation of Approval (or Denial) to Town Council for an application, submitted by property owner Kevin Norton, for an Agri-Tourism Use Permit in an R-R (Residential-Rural) District, to conduct wine tasting and related events at the existing vineyard property. The property is located at 536 W. Salt Mine Rd, on parcel 404-28-032B.

Commissioner Helm wanted to confirm the intent of the vineyard is to visit and learn about a winery but no big events will be held there. Applicant Kevin Norton stated yes but he also wants to sell wine. He doesn't want a traditional tasting room atmosphere and people can't sit and drink wine all day. It will be just taste and then buy. They plan to attract butterflies to the property as part of the visitor's tour experiences. Commissioner Helm would like to hear more of the Agri-Tourism aspect and not just about drinking wine. She would like to know more about educational experiences.

***Motion** was made by Chairman Davis to recommendation of approval to Town Council for an application, submitted by property owner Kevin Norton, for an Agri-Tourism Use Permit in an R-R (Residential-Rural) District, to conduct wine tasting and related events at the existing vineyard property. The property is located at 536 W. Salt Mine Rd, on parcel 404-28-032B. Adding conditions that the applicant comply with the Town of Camp Verde Fire Code as interpreted by the Fire Marshal, the Use Permit is in perpetuity with a 1 year review of use, and the Use Permit will have an attachment that shows the intent of the amount of wine to be served, and the hours and days of operation. Second was made by Commissioner Hisrich. **Motion** passed unanimously.*

11. Reconvene Work Session: Not needed.

Commissioner Norton resumed his seat on the board for continued discussion.

12. Discussion and Possible Recommendation of Approval (or Denial) to Town Council for a Text Amendment to the Planning & Zoning Ordinance, adding a new Section 311, Shipping Containers.

***Motion** was made by Commissioner Helm recommend approval to Town Council for a Text Amendment to the Planning & Zoning Ordinance, adding a new Section 312, Shipping Containers, with the change to the acreage allowance to 2 acre minimum and add a definition. Second was made by Hisrich. **Motion** passed unanimously.*

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

13. Current Events


Commissioner Helm reminded everyone that Cornfest is July 15th. The vintage baseball game will start at 10am Saturday.

14. Staff Comments

None

15. Adjournment

***Motion** was made by Commissioner Blue to adjourn the meeting. Second was made by Commissioner Freeman. **Motion** carried unanimously. Meeting was adjourned at 8:09 PM*



Chairman B.J. Davis
Planning & Zoning Commission



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 of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 6th day of July, 2017. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 6th day of July, 2017.

Jennifer Shilling
Jennifer Shilling, Recording Secretary

