



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

**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 Dave Freeman, Greg Blue, and Bruce George (via phone) were present. Chip Norton and Jim Hisrich were absent. Also in attendance were Community Development Director Carmen Howard, Town Planner Melinda Lee, and recording Secretary Jennifer Schilling.

**3. Pledge of Allegiance**

Chairman B.J. Davis 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.**

**a. Approval of Minutes:**

July 5, 2017 – Public Hearing

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

October 5, 2017, 6:30 p.m. Work Session & Public Hearing

**A motion** was made by Commissioner Blue to accept the consent agenda as presented. A second was made by Vice Chairman Helm. **The motion** carried unanimously.

**5. Call to the public for items not on the agenda.**

There were no comments from the public.

**6. Public Hearing and Discussion for an application, submitted by property owner Marcy Snyder, for a Zoning Map Change from R1-70 (Residential: Single Family, 70,000-Square-Foot Minimum Lot Size) District to R1-18 (Residential: 18,000 Square Foot Minimum Lot Size) District, to allow for the application of a Minor Land Division. The property is located at 1356 N. Chuck Devine Road, on parcel 403-21-023C.**

**Actions:**

**Declare Public Hearing Open at 6:35 pm**

**Call for Staff Presentation: CDD Carmen Howard**

Town Planner, Melinda Lee, introduced the zoning map change request and stated that the applicant Marcy Snyder was present. Ms. Lee explained the applicant would like to rezone this parcel to do a minor land division. She gave a power point presentation and pointed out some zoning inconsistencies throughout the area. She said Staff supports this rezoning request as appropriate for the area. She stated the proposal is to divide the parcel into two (2), an approximate one (1) acre parcel and a six-tenth (6/10) of an acre parcel. She stated that many other properties in the area are already smaller sized lots than what is called for in the zoning district. Sometime in the future, the department will be pursuing rezoning parcels in this area to bring existing non-conforming lots into compliance. Community Development Director Carmen Howard stated that the platting and splitting of the lots occurred before the town was incorporated. She explained that this area was platted as 1 acre parcels which then makes the current zoning district standards inappropriate. This creates issues for property owners to use their properties appropriately. CD staff recommend approval of the zoning change. Chairman Davis asked how it would work if the property is sold and the (2) parcels share a well. Ms. Lee stated this would be handled with the sale contract. The property owner has to show access to well and the new owner would share the maintenance of the system.

**Call for Comments from Other Persons-** Parcel Owner Marcy Snyder introduced herself and explained that she needs to rezone the parcel in order to sell the property. One of the parcels has a manufactured home on it which would require the buyer to do a cash purchase. Splitting it will allow a buyer to finance it.

**Call for Staff Rebuttal/Clarification, if appropriate – None**

**Declare Public Hearing Closed at 6:46pm**

**Call for Commission Discussion:** Commissioner Freeman asked how soon the department would be pursuing the rezoning actions. Ms. Howard couldn't answer the question right then, because of unknowns. Commissioner Blue stated he noticed that no neighbors have objected. Chairman Davis asked if this is advantageous for the town. Ms. Howard stated this makes sense for Camp Verde and is appropriate for the area. Commissioner Freeman stated a smaller lot would make purchasing parcels easier financially. Ms. Howard stated there are several subdivisions and metes and bounds properties throughout the Town that need to be cleaned up.

**Call for Staff Comments:** No further comments from Staff.

7. **Possible Recommendation to Town Council for an application, submitted by property owner Marcy Snyder, for a Zoning Map Change from R1-70 (Residential: Single Family, 70,000-Square-Foot Minimum Lot Size) District to R1-18 (Residential: 18,000 Square-Foot Minimum Lot Size) District, to allow for the application of a Minor Land Division. The property is located at 1356 N. Chuck Devine Road, on parcel 403-21-023C.**

**A Motion** was made by Commissioner Freeman to recommend approval of a Zoning Map Change as requested by Marcy Snyder, from R1-70 (Residential: Single Family, 70,000-Square-Foot Minimum Lot Size) District to R1-18 (Residential: 18,000 Square-Foot Minimum Lot Size) District, to allow for the application of a Minor Land Division. The property is located at 1356 N. Chuck Devine Road, on parcel 403-21-023C. Second was made by Commissioner Blue. **The motion** passed unanimously.

8. **Current Events**

Commissioner George stated the Old Guys are still working on landscaping at the library.

9. **Staff Comments**

Ms. Howard explained there will be more code amendments to review during the October Meeting.

10. **Adjournment**

**A motion** was made by Commissioner Blue to adjourn the meeting. Second was made by Commissioner Helm. **The motion** carried unanimously. The meeting was adjourned at 6:52 PM



Chairman B.J. Davis



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 7<sup>th</sup> day of September 2017. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 7<sup>th</sup> day of September 2017.

Jennifer Shilling

Jennifer Shilling, Recording Secretary