AGENDA

COUNCIL HEARS PLANNING & ZONING
MAYOR and COMMON COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, JANUARY 25, 2006
at 6:30 P.M.

1. **Call to Order**

> *As a reminder, if you are carrying a cell phone, pager, computer, two-way radio, or other sound device, we ask that you turn it off at this time to minimize disruption of tonight's meeting.*

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) There are no minutes for approval.
   - **b) Set Next Meeting, Date and Time:**
     1) Work Session – February 8, 2006 at 6:30 p.m.
     2) Regular Session – February 15, 2006 at 6:30 p.m.
     3) Council Hears P&Z – February 22, 2006 at 6:30 p.m.
   - **c) Possible acceptance of resignation letters from Trails Committee Members Jane Everts and Charlotte Salsman with appreciation for their service.**

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

6. **Discussion, consideration, and possible approval of Resolution 2006-673, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting Final Plat 2006-02 for Millwood Estates Subdivision located on 50.36 acres consisting of parcels 404-04-021 and 404-05-085. This project is located off Quarterhorse Lane and will consist of 30 lots.**

7. **Discussion, consideration, and possible approval of Ordinance 2006-A319, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting an amendment to Ordinance 2005-A305, which amended the zoning map of the Planning & Zoning Ordinance from R1L-35 to R2-2 for parcel 404-30-029D for the purpose of development of a residential complex.** This amendment would change the height limitation from one-story buildings to a height of 24' for the residential development to be located at 485 S. Nichols Street.

8. **Discussion, consideration, possible approval of reorganization of the Community Development Department, which includes the following:**
   - **a. Hire a Code Enforcement Official full-time or part-time if an additional Administrative Assistant is hired.** This is a budgeted item.
   - **b. Hire an Administrative Assistant (Grade 12) or a Planner (Grade 14) for the Planning & Zoning Department, allowing the current Admin Assistant to work in the Building Dept.** This is an unbudgeted item.
   - **c. Create a second public entrance to ease congestion.** This is an unbudgeted item.
   - **d. Reduce conference room to create additional office space.** This is an unbudgeted item.

e. **Work with Maintenance to organize space needs for the new filing system.**
f. **Purchase two vehicles for the Code Enforcement Officer and staff use.** There is $13,000 budgeted for this item.

9. **Director's update on drainage issues in the Cliffs subdivision.**

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

There will be no Public Input on the following items:

11. **Advanced Approvals of Town Expenditures**

12. **Manager/Staff Report**

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

14. **Adjournment**

Posted by:_____ Date/Time:_____

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.

01-09-06P01:39 RCVD

Jane Everts
P.O. Box 1099
Camp Verde, AZ. 86322

Copied Council and Staff
1-9-06
C/B

DMB
BL
LM
SB
DB

January 9, 2006

Camp Verde Town Council
Camp Verde, AZ.

Dear Council Members:

After serving almost six years on the Trails and Pathways Committee, three of which has been as Committee Chairperson, I want to take this opportunity to express my frustration over past and continued performance in dealing with professional people from various entities resulting in the lack of communication and direction.

I have also been confronted with additional personal obligations, therefore in conjunction with this situation, I think it is time to move on and let someone else be on the Committee.

Therefore, I am tendering my letter of resignation from the Camp Verde Trails and Pathways Committee, effective immediately. Please find attached current information pertaining to the Committee's January 10, 2006 meeting.

I wish the Trail Committee success in the future and hope they can be an effective tool in helping our Community provide and maintain trails and pathways for our residents as new development takes place. I have enjoyed working with all the dedicated Committee members, and especially Margaret, who is a jewel! She has been extremely helpful during my chairperson years.

I would like to thank the council members who gave me the opportunity to volunteer for the Town. I hope that you value and appreciate all the hard work the Trails and Pathways Committee members are doing, and will work with them in establishing and preserving trails and pathways for the benefit of our whole community.

Again, thank you for the opportunity to serve the Town.

Very truly yours,

Jane Everts

Jane Everts

Attachments

Copied Council and Staff Zm SB VI
1-9-06
C/B

01-09-06A09:56 RCVD

January 7, 2006

Town of Camp Verde &
Camp Verde Trail Community

As of this date I find it necessary to resign from the Trail Community due to Family obligation and situations. I will be available to help from time to time as a volunteer.

I want to thank the Trail Community for the time I have spent on the Trail Community and all the knowledge I have gained and friends I have made.

Once again, I will be available to assist you at times when ever possible. Ask by giving me a little notice and I will be glad to help when and wherever possible.

Sincerely

Charlotte Salsman

Charlotte Salsman

STAFF REPORT:

COUNCIL MEETING OF: JANUARY 25, 2006

TITLE: **RESOLUTION 2006-673**: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING FINAL PLAT 2006-02 FOR MILLWOOD ESTATES SUBDIVISION LOCATED OFF OF QUARTERHORSE LANE ON PARCELS 404-04-021 & 404-05-085 CONSISTING OF 50.36 ACRES THAT WILL INCLUDE 30 LOTS.

DESCRIPTION:
The proposed project site is located on the north side of Quarterhorse Lane of and borders the Diamond S ditch. The current zoning is R1-35. The 30 lots will be accessed off of Quarterhorse Lane by Cole Blvd and Kynlee Drive. This roadway will be constructed by the developer and dedicated to the Town. During the preliminary plat approval, requirements for sidewalks were waived by the Council as requested by the applicant to encourage the rural feel of the surrounding neighborhood.

Also during the preliminary plat hearing, the Council indicated that they only approved the preliminary plat with the understanding that the applicant would address the concerns of the neighbors in a satisfactory manner regarding the traffic, septic design, ground water protection and Diamond S Ditch. The developer has provided all documentation required for final plat review and feels that he has addressed the additional issues as well. These are provided in the packet for review.

The preliminary plat was approved by Council on November 16, 2005 by Resolution 2005-668. The Final Plat is in agreement with the Preliminary Plat design and layout for this subdivision.

Agency Responses:
9 Agency Notices were sent out. All the comments received are in the packet for review:

Yavapai County Flood Control: This site is impacted by a FEMA regulated floodplain, whereas a major portion of the site is within the Zone Shaded X, flood fringe. Zone Shaded X is not regulated by the Yavapai County Flood Control District, whereas this zone will have less than 12' of storm runoff during a 500 year rain event. The irrigation ditch that runs along the north property line captures the runoff to the north of the site, thus little or no runoff enters the site from the north. The site does not have any defined watercourses that would be regulated by the Flood Control District. However, the site is impacted by sheet flow storm runoff and is again not regulated by the Flood Control District.

Town Engineer: Staff received approval of the final construction plans.

ATTACHMENTS: Yes

PREPARED BY: Nancy Buckel, Senior Planner

RESOLUTION 2006-673

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING FINAL PLAT 2006-02 FOR MILLWOOD ESTATES SUBDIVISION LOCATED ON 50.36 ACRES CONSISTING OF PARCELS 404-04-021 & 404-05-085. THIS PROJECT IS LOCATED OFF OF QUARTERHORSE LANE.

WHEREAS, a request for a final plat (2006-02) approval was filed by Jeremy Bach, agent, for AZ North Enterprises, agent for Melba Shill owner of the 50.36 acres consisting of tax parcels 404-04-021 & 404-05-085, for Millwood Estates Subdivision and

WHEREAS, a preliminary plat was heard by the Planning Commission on November 3, 2005 and by the Common Council on November 16, 2005 in public hearings that were advertised and posted according to state law, and

WHEREAS, the purpose of the Final Plat is to allow for the development of a residential subdivision and to subdivide 50.36 acres consisting of parcels 404-04-021 & 404-05-085 into 30 lots and

WHEREAS, the construction plans have been reviewed and approved by the town engineer, Arizona Engineering and

WHEREAS, the proposed subdivision will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved;

NOW THEREFORE THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE RESOLVE, TO ADOPT FINAL PLAT 2006-02 FOR MILLWOOD ESTATES SUBDIVISION.

PASSED AND APPROVED by a majority vote of the Town Council of Camp Verde, Arizona, this 25th day of January 2006.

_____ Date: _____
Tony Gioia, Mayor

Approved as to Form:

_____ Attest: _____
Town Attorney Deborah Barber, Town Clerk

AZNORTH Enterprises
725 Howard Road Suite B
Camp Verde, AZ 86322
Office: (928) 567-8808 Fax: (928) 567-8809

June 16,2005

Town of Camp Verde

Re: Parcel# 404-04-021 & 404-04-085 Millwood Estates

AZNORTH Enterprises desires to use this property for a site-built home sub-division consisting of not more than 31 lots.

The intent of AZNORTH Enterprises is for this property to be a sub-division to be named "Millwood Estates" for a site-built homes in Camp Verde, Arizona.

Respectfully submitted,

Jeremy Bach

CASE NO. 2006-05

PROJECT NO. FP06-02

TOWN OF CAMP VERDE

COMMUNITY DEVELOPMENT DEPARTMENT
P.O. BOX 710 • 473 S. MAIN STREET, SUITE 108
CAMP VERDE, ARIZONA 86322
(928) 567-8513 • FAX (928) 567-7401

SUBDIVISION PLAT APPLICATION

REQUEST:

PRELIMINARY PLAT _____
FINAL PLAT X
CONCEPTUAL PLAN _____
AMENDED PLAT _____
RESUBDIVISION _____
REVERSION TO ACREAGE _____
SUBDIVISION NAME MILLWOOD ESTATES
TRACT _____

APPLICATION DATE ~~06-29-05P04:39 RCVD~~ 12-21-05
ASSESOR'S PARCEL NO. 404-04-085 404-04-021
PRESENT ZONING R1-35
TAKEN BY B Quinn
FEES $560.00
HEARING DATE _____

OWNER/DEVELOPER AZNORTH Enterprises PHONE 928-567- FAX _____
ADDRESS 725 Howards Rd CITY Camp Verde STATE Az ZIP 86322
CONTACT PERSON Jeremy Bach

****

ENGINEER S.E.C PHONE 282-7787 FAX 282-0731
ADDRESS 20 Stutz Bearcat Dr #6 CITY SEDONA STATE Az ZIP 86336
CONTACT PERSON LUKE SEFTON, P.E.

PROPOSED LAND USE	NET ACREAGE (SQ FT.)	NO. LOTS OR TRACTS	MINIMUM LOT SIZE	MINIMUM LOT WIDTH	OTHER
SINGLE FAMILY	+- 1.12 to +- 1.65	31	1.12	.	To R1-L70
MULTIPLE FAMILY					
MANUFACTURED HOME					
COMMERCIAL					
INDUSTRIAL					

RESIDENTIAL DENSITY (SEE REVERSE SIDE) _____ LINEAR FT OF STREETS _____

Town of Camp Verde
Post Office Box 710
Camp Verde, AZ 86322
(520) 567-6631

Special Power of Attorney
Authorization for Permit Application

Parcel Number: 404-04-021/404-04-085 Date: 01/03/05
Owner: Melba Goodman fka Melba Shill
Address: C/O Bueler Jones LLP 1300N. McClintock Dr., B-4
Phone: (480)775-6400 Chandler, AZ 85226

WHEREAS, the above property owner is seeking to develop or improve real property within the municipal limits of the Town of Camp Verde, Yavapai County, Arizona, which will require the filing, processing, and payment of certain zoning, construction and inspection permits and reports, both from the Town and related agencies, and

WHEREAS, the owner elects to designate an agent with authority to file and process all necessary permits and information related to property zoning and improvement, including the authority to pay fees and consent to inspections,

NOW THEREFORE, the undersigned owner hereby designates AZ North Development, as agent to file the permit applications and related documents with the Town of Camp Verde, with such authority to continue to March 31, 2006, or the application process is complete, whichever is later, or as may be earlier revoked in writing.

Melba Shill
_____, Owner(s)

State of Arizona
County of Maricopa, *ss.*

The foregoing special power of attorney for construction and zoning permit application was acknowledged before me this 3 *day of* January, 2006, *by* Melba Shill, *who is/are personally known by me or have produced identification.*

_____, *Notary Public*

OFFICIAL SEAL
JOHN PAUL JONES
NOTARY PUBLIC-Arizona
MARICOPA COUNTY
My Comm. Expires March 4, 2008

My Commission Expires:
March 4, 2008

TOWN OF CAMP VERDE
COMMUNITY DEVELOPMENT DEPARTMENT

PERMISSION TO ENTER PROPERTY

HEARING APPLICATION: _____ PARCEL NO.: 404-04-021 404-05-085

DATE: _____ LEGAL DESCRIPTION: SEE ATTACHED

NAME: AZ NORTH ENTERPRISES

ADDRESS: 725 Howards Rd #B Camp Verde Az 86322

I, the undersigned, hereby give permission to the Town of Camp Verde Community Development Department or Public Official, in the discharge of duties as stated herein, and for good and probable cause, to enter the above described property to inspect same in connection with the application made under the terms of the Town of Camp Verde Planning and Zoning Ordinance. Such investigation may be made to determine whether or not any portion of such property, building or other structure is being placed, erected maintained, constructed or used in violation of the Town of Camp Verde Planning and Zoning Ordinance. Such entry shall be within 60 days of the date of my signature (below) or within 60 days of the scheduled date of a public hearing for review, transfer, or renewal of the application. Such entry shall be limited between the hours of 7AM and 6PM MST. I understand that this permission to enter property is OPTIONAL and VOLUNTARILY GIVEN and may be withdrawn or revoked (either in writing or orally) at any time.

Applicant's Signature _____ Date 6 29.05

Agent for: AZ NORTH Enterprises

State of Arizona
Town of Camp Verde

On this 29th day of June, ~~19~~2005 before me, the undersigned Notary Public, personally appeared _____
Who executed the foregoing instrument for the purpose therein contained.

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

OFFICIAL SEAL
MIRIAM KARINA URIAS
NOTARY PUBLIC - State of Arizona
YAVAPAI COUNTY
My Comm. Expires Aug. 28, 2007

Miriam Karina Urias
Notary Public

Aug. 28, 2007
Date Commission Expires

DIRECTIONS TO PROPERTY

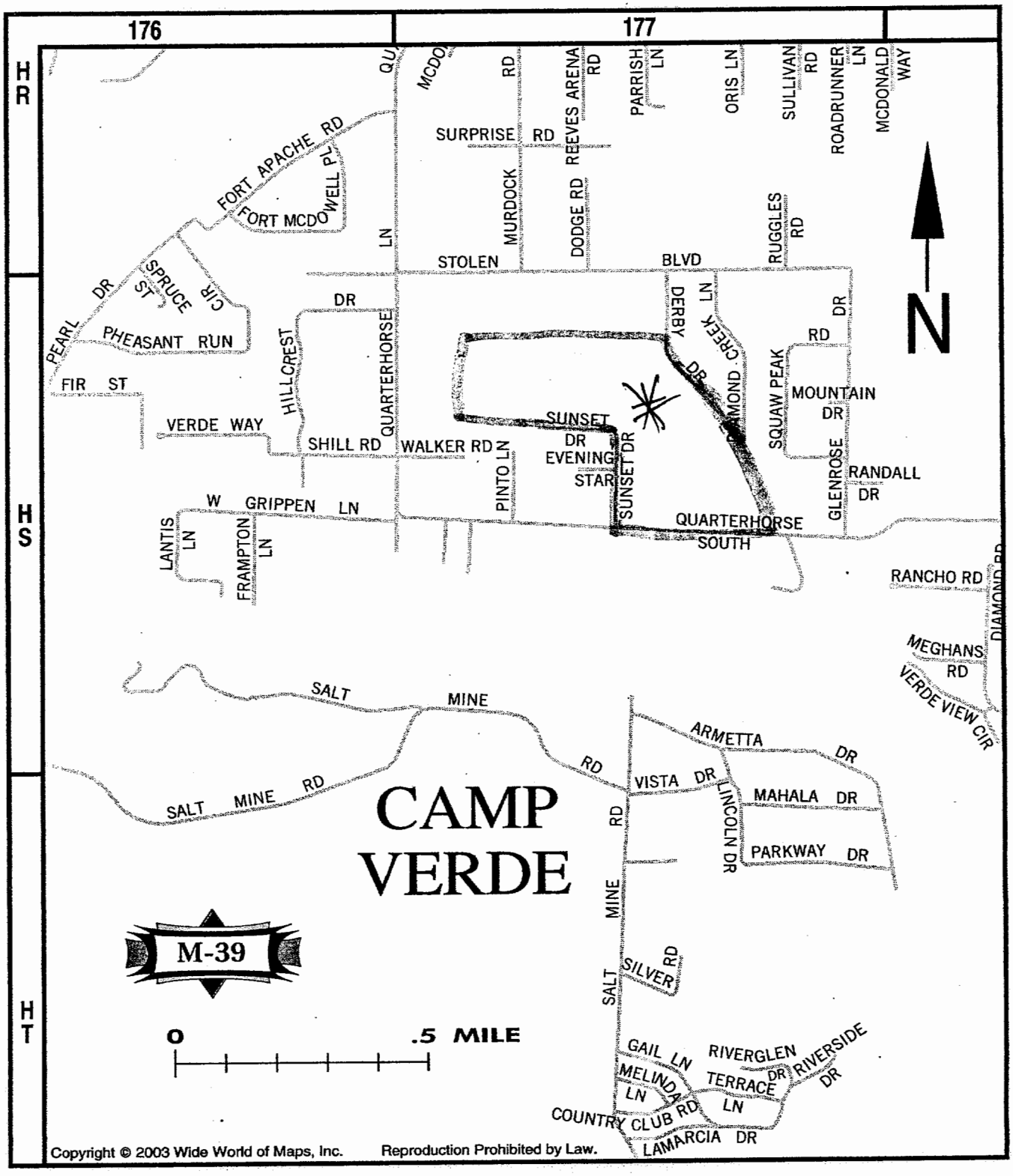
ASSESSOR'S PARCEL NUMBER: 404-04-~~085~~ 021 / 404-~~04~~-~~021~~ 05-085

APPLICANT'S NAME: AZNORTH ENTERPRISES

PROPERTY ADDRESS: QUARTERHORSE LANE

DIRECTIONS TO PROPERTY: SEE ATTACHED

Camp Verde



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FINAL PLAT

404-04-021 & 404-05-085
"MILLWOOD ESTATES SUBDIVISION"
A PORTION OF SECTION 8
TOWNSHIP 13 NORTH, RANGE 5 EAST,
GILA AND SALT RIVER BASE AND MERIDIAN,
YAVAPAI COUNTY, ARIZONA

ASSURANCE

SATISFACTORY ASSURANCE IN THE FORM OF AN ESCROW ACCOUNT FROM THE OWNER HAS BEEN PROVIDED IN THE FULL AMOUNT NECESSARY TO GUARANTEE THE INSTALLATION OF STREETS AND ALL REQUIRED IMPROVEMENTS IN THIS SUBDIVISION. UTILITY SERVICES HAVE BEEN ASSURED BY LETTER FROM THE APPROPRIATE UTILITY COMPANY.

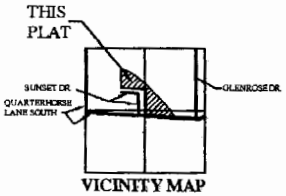
BY: _____ _____
MAYOR DATE

APPROVED: _____ _____
TOWN CLERK DATE

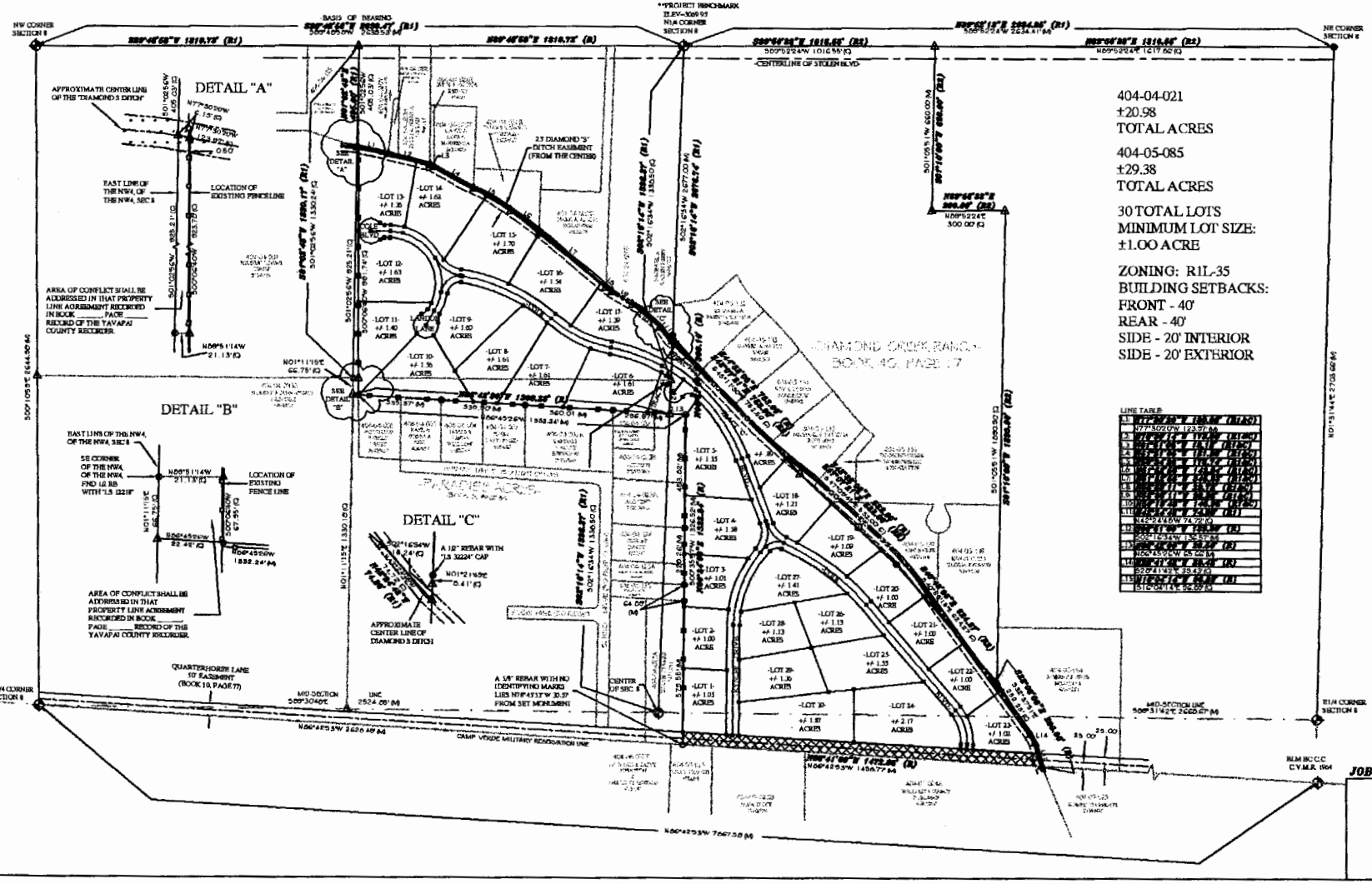
SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT THIS PLAT OF MILLWOOD ESTATES SUBDIVISION AND THE SURVEY ON WHICH IT WAS BASED, WAS MADE UNDER MY DIRECT SUPERVISION DURING THE MONTH OF JUNE 2005, AND THAT THIS PLAT IS CORRECT AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND THE BOUNDARY MONUMENTS AND LOT CORNERS DESCRIBED AND SHOWN HEREON HAVE BEEN LOCATED OR WILL BE SET AS SHOWN.

_____ _____
DUGAN L. McDONALD RLS 26925 DATE



VICINITY MAP
MILLWOOD ESTATES
SECTION 8



JOB # 04-1106C SHEET 1 OF 3

HERITAGE
LAND SURVEYING & MAPPING INC.
DUGAN L. McDONALD R.L.S.
PO BOX 3270
CAMP VERDE, AZ 86322
928-567-9170

404-05-085

FINAL PLAT

404-04-021 & 404-05-085
"MILLWOOD ESTATES SUBDIVISION"
A PORTION OF SECTION 8
TOWNSHIP 13 NORTH, RANGE 5 EAST,
GILA AND SALT RIVER BASE AND MERIDIAN,
YAVAPAI COUNTY, ARIZONA

ACKNOWLEDGMENT

STATE OF ARIZONA

COUNTY OF YAVAPAI

ON THIS, THE_____ DAY OF_____, 2005, BEFORE ME THE UNDERSIGNED NOTARY PUBLIC, PERSONALLY APPEARED_____ WHO ACKNOWLEDGED HIMSELF TO BE THE_____ OF_____ A_____, AS OWNER, AND ACKNOWLEDGED THAT HE, AS SUCH_____ BEING AUTHORIZED TO DO SO, EXECUTED THE FOREGOING INSTRUMENT ON BEHALF OF THE_____ FOR THE PURPOSES THEREIN CONTAINED.

IN WITNESS WHEREOF: I HEREUNTO SET MY HAND AND OFFICIAL SEAL,

MY COMMISSION EXPIRES:_____

_____
NOTARY PUBLIC

CERTIFICATE OF ASSURED OR ADEQUATE WATER SUPPLY

THIS SUBDIVISION IS NOT WITHIN A DESIGNATED ACTIVE WATER MANAGEMENT AREA. A STATEMENT CONCERNING WATER ADEQUACY WAS RECEIVED FROM THE ARIZONA DEPARTMENT OF WATER RESOURCES PURSUANT TO A.R.S. 45-108 STATING THAT THE WATER RESOURCES ARE ADEQUATE FOR THIS SUBDIVISION ON

_____

_____ _____
DATE COMMUNITY DEVELOPMENT, DIRECTOR

OWNER/DEVELOPER

JEREMY BACH, AZ NORTH ENTERPRISES, LLC
725 HOWARD ROAD, SUITE B
CAMP VERDE, AZ 86322

SURVEYOR

DUGAN MCDONALD
HERITAGE LAND SURVEY AND MAPPING
P.O. BOX 3270
CAMP VERDE, ARIZONA 86322
PHONE (928) 567-9170
FAX (928) 567-6351

ENGINEER

S.E.C. INC
20 STUTZ BEARCAT #6
SEDONA, AZ 86336
PHONE 928-282-7787

UTILITIES

ELECTRIC
ARIZONA PUBLIC SERVICE COMPANY
1230 EAST SR 89A
COTTONWOOD, AZ 86326
(928) 646-8423

TELEPHONE
QWEST COMMUNICATIONS
DEVELOPER CONTACT GROUP
6312 S. QUENTIN STE. 100-A
ENGLEWOOD, CO 80112
(800) 526-3557

WATER
CAMP VERDE WATER SYSTEM
PO BOX 340
CAMP VERDE, AZ 86322
(928) 567-5281

SEWER
ON SITE SEPTIC TANKS

SOLID WASTE
WASTE MANAGEMENT
319 S. 6TH STREET
COTTONWOOD, AZ 86326
(928) 634-2002

FIRE
CAMP VERDE FIRE DEPARTMENT
PO BOX 386
CAMP VERDE, AZ 86322
(928) 567-6335

SCHEDULE "B" ITEMS

Escrow/Title No.: 4307000-LAE
Effective Date: December 22, 2004

1.) Defects, liens, encumbrances, adverse claims or other matters if any created, first appearing in the public records or attaching subsequent to the effective date hereof but prior to the date the proposed insured acquires for value of record the estate or interest or mortgage thereon covered by the Commitment.

2.) Any American Land Title Association Policy issued pursuant hereto (except extended coverage) will contain under Schedule B the standard exceptions set forth at the inside cover hereof.

SPECIAL EXCEPTIONS:

1.) Taxes for the fall year 2005. First half due on October 1, delinquent on November 1, 2005. Second Half due on March 1, delinquent on May 1, 2006.

2.) Reservations contained in the patent from the United States of America on the right.

3.) Water rights, claims or title to water, whether or not of public record.

4.) Right of way for the Diamond "S" Ditch, as shown hereon.

5.) Liabilities and obligations by reason of the inclusion of said land within Diamond S Ditch association.

6.) Easements and rights incident thereto for electric power transmission line, as set forth in an instrument recorded in Book 154, Page 363 of Deeds. This is a blanket easement and is not plottable.

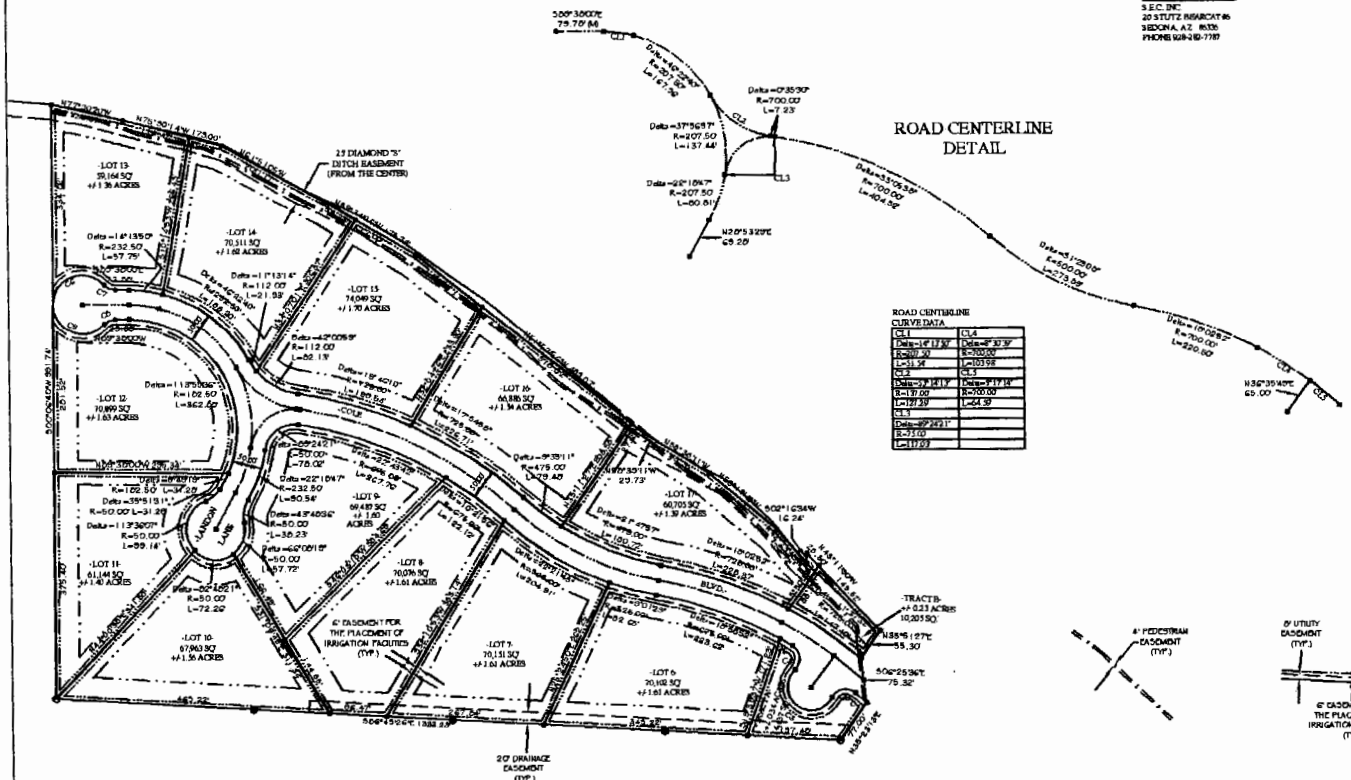
7.) Right-of-way for Quarter Section Line, as set forth in Book 10 of Maps, page 73 and in book 28 of Maps, page 45, as shown hereon.

8.) Any rights, easements, interests or claims which may exist by reason of or be reflected by the facts shown on the survey recorded in Book 24, Page 7 of Land Surveys, as shown hereon as "(R3)".

9.) Any rights, easements, interests or claims which may exist by reason of or be reflected by the facts shown on the survey recorded in Book 8, Page 33 of Maps, being Paradise Acres subdivision, a boundary plat, as shown hereon.

10.) No title insurance will be provided for Parcel 4 described herein. Parcel 4 is an undivided 1/39th(2.56) interest in and to the Diamond "S" Ditch

11.) A Deed of Trust by AZNORTH DEVELOPMENT INC., AN ARIZONA CORPORATION, trustor, to trustee, for the benefit of, beneficiary, to secure a note in the original amount of $919,500.00 and any other obligations secured thereby, dated_____ recorded in Book _____, Page _____ of Official Records.

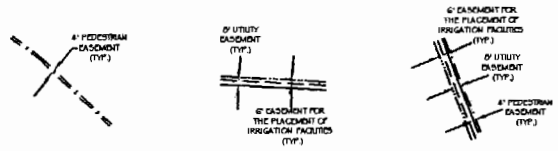


ROAD CENTERLINE CURVE DATA

CL1	CL4
Delta=16°17'30"	Delta=8°32'39"
R=207.50	R=700.00
L=31.54	L=103.98
CL2	CL5
Delta=22°18'17"	Delta=7°17'14"
R=137.00	R=700.00
L=127.39	L=64.39
CL3	
Delta=89°24'21"	
R=75.00	
L=117.07	

LOT CURVE DATA
SHEET 2 ONLY

C1	C2
Delta=2°03'11"	Delta=138°11'23"
R=675.00	R=50.00
L=24.28	L=120.59
C3	C4
Delta=106°08'37"	Delta=48°11'23"
R=25.00	R=25.00
L=46.32	L=21.02
C5	C6
Delta=201°00'33"	Delta=48°11'23"
R=40.00	R=25.00
L=140.33	L=21.02
C7	C8
Delta=106°08'37"	Delta=138°11'23"
R=25.00	R=50.00
L=46.32	L=120.59
C9	
Delta=1°58'09"	
R=675.00	
L=23.80	



INDICATES ROAD CENTERLINE

INDICATES SETBACK LINES

GRAPHIC SCALE

JOB 404-1106C SHEET 2 OF 3

HERITAGE
LAND SURVEYING & MAPPING INC.
DUGAN L. McDONALD R.L.S.
PO BOX 3270
CAMP VERDE, AZ 86322
928-567-9170

404-04-021
404-05-085

FINAL PLAT

404-04-021 & 404-05-085
"MILLWOOD ESTATES SUBDIVISION"
A PORTION OF SECTION 8
TOWNSHIP 13 NORTH, RANGE 5 EAST,
GILA AND SALT RIVER BASE AND MERIDIAN,
YAVAPAI COUNTY, ARIZONA

DEDICATION

STATE OF ARIZONA

COUNTY OF YAVAPAI

KNOW ALL MEN BY THESE PRESENTS:

AZNORTH ENTERPRISES, AN ARIZONA CORPORATION HAS SUBDIVIDED UNDER THE NAME OF MILLWOOD ESTATES SUBDIVISION, A PORTION OF SECTION 8, TOWNSHIP 13 NORTH, RANGE 5 EAST, GILA AND SALT RIVER BASE AND MERIDIAN, YAVAPAI COUNTY, ARIZONA, AS SHOWN PLATTED HEREON AND HEREBY PUBLISHED THIS PLAT OF SAID MILLWOOD ESTATES SUBDIVISION AND HEREBY DECLARES THAT SAID PLAT SETS FORTH THE LOCATION AND GIVES THE DIMENSIONS OF THE LOTS, TRACTS, STREETS AND EASEMENTS CONSTITUTING SAME, AND THAT EACH LOT, TRACT AND STREET SHALL BE KNOWN BY THE NUMBER, LETTER OR NAME GIVEN EACH RESPECTIVELY ON SAID PLAT AND THAT AZNORTH ENTERPRISES, AN ARIZONA CORPORATION DEDICATES TO THE TOWN OF CAMP VERDE FOR USE AS SUCH THE STREETS, DRAINAGE TRACTS AND PUBLIC UTILITY AND FACILITY EASEMENTS. THE EASEMENTS AND TRACTS ARE HEREBY DEDICATED FOR THAT PURPOSE AS SHOWN HEREON. THE TOWN OF CAMP VERDE SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF SAID STREETS AND DRAINAGE TRACTS.

IN WITNESS WHEREOF: AZNORTH ENTERPRISES, AN ARIZONA CORPORATION, AS OWNER, HAS HEREUNTO CAUSED ITS NAME TO BE AFFIXED AND THE SAME TO BE ATTESTED BY THE SIGNATURE OF THE UNDERSIGNED DULY AUTHORIZED.
THIS_____DAY OF_____2005

_____ A GENERAL PARTNER OF_____.

BY:_____

ITS:_____

NOTES

1. THIS SUBDIVISION IS NOT WITHIN AN ACTIVE WATER MANAGEMENT AREA.

2. COVENANTS, CONDITIONS, AND RESTRICTIONS FOR THIS SUBDIVISION ARE RECORDED IN BOOK _____, PAGE _____, OFFICIAL RECORDS OF YAVAPAI COUNTY.

3. ALL THE STREETS IN THIS SUBDIVISION WILL BE DEDICATED TO THE TOWN OF CAMP VERDE UPON COMPLETION.

4. MONUMENTS NOTED AS SET HEREON WILL BE SET WITHIN 60 DAYS OF COMPLETION OF CONSTRUCTION.

5. THE INDIVIDUAL LOT OR PROPERTY OWNERS WITHIN THIS SUBDIVISION SHALL BE RESPONSIBLE FOR THEIR INDIVIDUAL SANITARY SEWER NEEDS. SEPTIC TANKS MUST BE INSTALLED THAT MEET ALL YAVAPAI COUNTY GUIDELINES AND REQUIREMENTS FOR THE INSTALLATION OF SAID SYSTEMS.

6. THE PARCELS SUBDIVIDED HEREON HAVE A CURRENT ZONING OF R1L-70, AND ARE NOT LOCATED IN FLOOD HAZARD AREA ZONE B, AS SHOWN ON FEMA COMMUNITY PANEL NUMBERS: 040131 0002D, REVISED SEPTEMBER 20, 1996 & 040131 1310 C, REVISED SEPTEMBER 27, 1991.

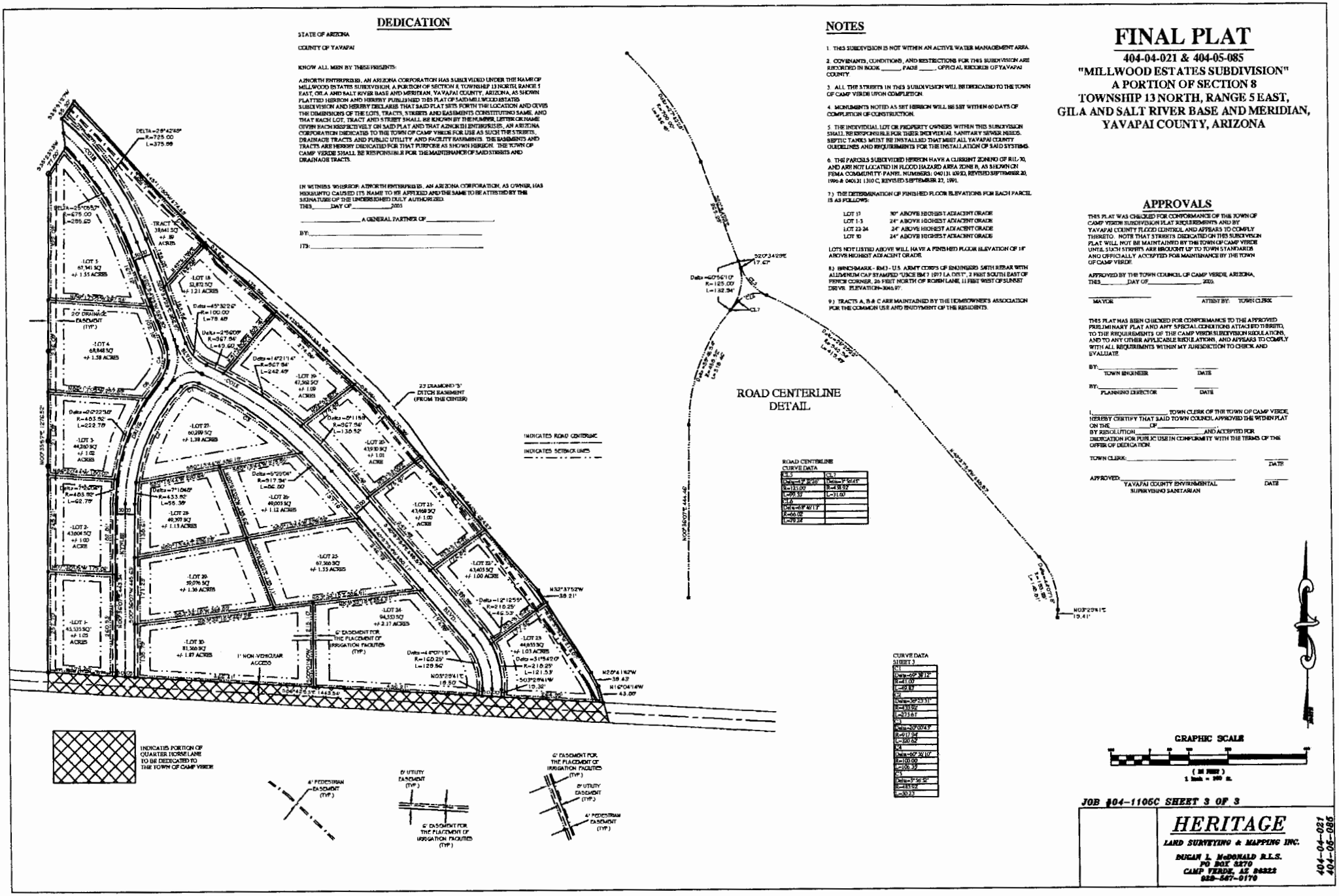
7.) THE DETERMINATION OF FINISHED FLOOR ELEVATIONS FOR EACH PARCEL IS AS FOLLOWS:

LOT 17	30" ABOVE HIGHEST ADJACENT GRADE
LOT 1-3	24" ABOVE HIGHEST ADJACENT GRADE
LOT 22-24	24" ABOVE HIGHEST ADJACENT GRADE
LOT 10	24" ABOVE HIGHEST ADJACENT GRADE

LOTS NOT LISTED ABOVE WILL HAVE A FINISHED FLOOR ELEVATION OF 18" ABOVE HIGHEST ADJACENT GRADE.

8.) BENCHMARK - BM3 - U.S. ARMY CORPS OF ENGINEERS 5/8TH REBAR WITH ALUMINUM CAP STAMPED "USCE BM 7 1973 LA DIST", 2 FEET SOUTH EAST OF FENCE CORNER, 20 FEET NORTH OF ROBIN LANE, 11 FEET WEST OF SUNSET DRIVE. ELEVATION=3065.97.

9.) TRACTS A, B & C ARE MAINTAINED BY THE HOMEOWNER'S ASSOCIATION FOR THE COMMON USE AND ENJOYMENT OF THE RESIDENTS.



APPROVALS

THIS PLAT WAS CHECKED FOR CONFORMANCE OF THE TOWN OF CAMP VERDE SUBDIVISION PLAT REQUIREMENTS AND BY YAVAPAI COUNTY FLOOD CONTROL AND APPEARS TO COMPLY THERETO. NOTE THAT STREETS DEDICATED ON THIS SUBDIVISION PLAT WILL NOT BE MAINTAINED BY THE TOWN OF CAMP VERDE UNTIL SUCH STREETS ARE BROUGHT UP TO TOWN STANDARDS AND OFFICIALLY ACCEPTED FOR MAINTENANCE BY THE TOWN OF CAMP VERDE.

APPROVED BY THE TOWN COUNCIL OF CAMP VERDE, ARIZONA, THIS_____DAY OF_____2005.

MAYOR _____ ATTEST BY: TOWN CLERK _____

THIS PLAT HAS BEEN CHECKED FOR CONFORMANCE TO THE APPROVED PRELIMINARY PLAT AND ANY SPECIAL CONDITIONS ATTACHED THERETO, TO THE REQUIREMENTS OF THE CAMP VERDE SUBDIVISION REGULATIONS, AND TO ANY OTHER APPLICABLE REGULATIONS, AND APPEARS TO COMPLY WITH ALL REQUIREMENTS WITHIN MY JURISDICTION TO CHECK AND EVALUATE.

BY:_____ TOWN ENGINEER _____ DATE _____

BY:_____ PLANNING DIRECTOR _____ DATE _____

I,_____ TOWN CLERK OF THE TOWN OF CAMP VERDE, HEREBY CERTIFY THAT SAID TOWN COUNCIL APPROVED THE WITHIN PLAT ON THE_____OF_____, BY RESOLUTION_____AND ACCEPTED FOR DEDICATION FOR PUBLIC USE IN CONFORMITY WITH THE TERMS OF THE OFFER OF DEDICATION.

TOWN CLERK:_____ _____ DATE

APPROVED_____ YAVAPAI COUNTY ENVIRONMENTAL SUPERVISING SANITARIAN _____ DATE

ROAD CENTERLINE CURVE DATA

C1	C2
Delta=13°30'00"	Delta=7°00'45"
R=125.00'	R=48.92'
L=29.53'	L=31.60'
C3	
Delta=68°40'17"	
R=66.00'	
L=79.24'	

CURVE DATA SHEET 3

C1
Delta=60°38'12"
R=41.00'
L=43.39'
C2
Delta=30°25'31"
R=48.92'
L=25.97'
C3
Delta=30°00'45"
R=917.94'
L=480.62'
C4
Delta=60°30'07"
R=100.00'
L=105.59'
C5
Delta=5°56'52"
R=48.92'
L=50.23'

JOB #04-1106C SHEET 3 OF 3

HERITAGE
LAND SURVEYING & MAPPING INC.
DUNCAN L. McDONALD R.L.S.
PO BOX 3270
CAMP VERDE, AZ 86322
928-567-0170

404-04-021
404-05-085

SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.

E-mail: info@sec-landmgt.com
www.sec-landmgt.com

January 18, 2006

ATTN: Nancy Buckel
Town of Camp Verde
Department of Community Development
PO Box 710
Camp Verde AZ 86322

RE: Millwood Estates – Ground water protection

Dear Nancy:

In the last few years, Arizona Department of Environmental Quality (ADEQ) has updated the regulations on Septic systems and has made it part of the Arizona Administrative Code (AAC) (Title 18). ADEQ has strict regulations to follow when designing, installing and operating a septic system.

Ground water will be protected in accordance with the Arizona Administrative Code, for water is ADWR and for septic ADEQ (delegated to Yavapai County).

The wells on the new subdivision will be constructed in accordance with Arizona Department of Water Resources (ADWR) regulations. Each lot owner is required to follow ADWR regulations and to obtain approval for any new well.

If you have any questions, or need more information, please call me at 282-7787, ext. 2013.

Sincerely,

Luke A. Sefton, P.E.
Vice President

LAS:bhm

05-0303CEH

SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.

E-mail: info@sec-landmgt.com
www.sec-landmgt.com

January 18, 2006

ATTN: Nancy Buckel
Town of Camp Verde
Department of Community Development
PO Box 710
Camp Verde AZ 86322

RE: Millwood Estates – Traffic

Dear Nancy:

The traffic generated due to the Millwood Estates Subdivision will be approximately 280 vehicles per day or 25 vehicles during the peak hours (based on *Trip Generation by Institute of Transportation Engineers*). The allowable traffic flow based on the zoning is 500 vehicles per day or 50 vehicles during peak hours. We are proposing a 40 percent reduction from what the current zoning allows and a 7% reduction in the immediate area traffic impact.

Access to the subdivision will be via SR 260 via either Verde Park Drive to Quarterhorse Lane. The total driving length is approximately 1.2 miles via Verde Park Drive or approximately 1.8 miles via Quarterhorse Lane.

If you have any questions, or need more information, please call me at 282-7787, ext. 2013.

Sincerely,

Registered Professional Engineer (Civil)
CERTIFICATE NO.
37322
LUKE A.
SEFTON
Date Signed
ARIZONA

Luke A. Sefton, P.E.
Vice President

LAS:bhm

05-0303CEH

SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.

E-mail: info@sec-landmgt.com
www.sec-landmgt.com

January 18, 2006

Town of Camp Verde
Department of Community Development
PO Box 710
Camp Verde AZ 86322

RE: Millwood Estates – On-site Septic Systems

Nancy Buckel:

Yavapai County, through its delegation authority by ADEQ, will issue an Approval for Sanitary Facilities for the above referenced project. This approval is based on physical tests taken at the site to prove that a septic system can be installed in accordance with AAC (Arizona Administrative Code) R18-9. These tests are conducted by a Registered Professional Engineer or by a Yavapai County approved Contractor. Each individual Lot owner will have to make a new application to Yavapai County Environmental Services based on the home to be constructed.

Following are examples of systems that have been approved by ADEQ and that would work within the project area.

An example of a wastewater system that would work with high groundwater table is:

AAC (Arizona Administrative Code) R18-9-E307.4.07 General Permit: Lined Evapotranspiration Bed. The evapotranspiration bed is from 18 to 36 inches deep and is 12 inches above the water table.

AAC R18-9-E308.4.08 General Permit: Wisconsin Mounds. This system will allow disposal and treatment where the saturated soil is up to two feet of the ground surface.

AAC R18-9-E310.4.10 General Permit: Intermittent Sand Filter. This system can be used when vertical separation needs to be reducing, i.e. the bottom of the sand and the water table.

AAC R18-9-E311.4.11 General Permit: Peat Filter. This system can be used when vertical separation needs to be reduced, i.e. the bottom of the sand the water table.

AAC R18-9-E319.4.19 General Permit: Sand Lined Trench. This system can be used when vertical separation needs to reduced, i.e. the bottom of the sand and the water table.

AAC R18-9-E322.4.22 General Permit: Subsurface Drip Irrigation Disposal. Drip irrigation disposal systems are considered if high ground water is present. The minimum vertical separation distance shall not be less than one foot.

If you have any questions, or need more information, please call me at 282-7787, ext. 2013.

Sincerely,

Luke A. Sefton, P.E.
Vice President

LAS:bhm

05-0303CEH

SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.

E-mail: info@sec-landmgt.com
www.sec-landmgt.com

01-18-06A10:28 RCVD

January 9, 2006

Mr. Dick Tinlin, President
Diamond S Ditch, Inc.
PO Box 1836
Camp Verde AZ 86322

RE: Millwood Estates Subdivision

Dear Mr. Tinlin:

We wish to thank both you and Frank Geminden for the input and guidance you have given us on the irrigation planning for Millwood Estates.

After several meetings with Don Speer from my office, and your obtaining copies of the Millwood Estates Subdivision Drainage Study, Grading Plans and Irrigation Plans, we feel you and your Board have had sufficient time to assimilate those documents. We have strived to address your concerns. We believe the Drainage Study does cover your concerns regarding an "overshot" over your canal. To put it simply, we have three options:

- Option One is to take the drainage from the north across this project and dump it onto the adjacent properties. This would be in violation of CFR, Title 44, Chapter I, Parts 59-77, A.R.S.§ 48-3601, et seq and Yavapai County Drainage Criteria Manual because it would increase the the water and erosion hazards of the surrounding properties and would increase the flood hazards in the surrounding area. In addition the property to the north is not owned by this developer.

- Option Two: Leave the drainage as they are, This would increase the liability of the Diamond S Ditch if any of the homes in the new development were flooded due to a breach in the ditch.

- Option Three: Establish Finish Floors for the homes within the new development that would ensure to limit the liability of Diamond S Ditch. I went with Option Three using a high quality software program that is designed for evaluating overland flooding and levee breaches. This option answers the question of if and when the ditch breaches, the impact to the homes in the new development will be significantly reduced or eliminated.

Regarding the 50' right-of-way, we feel the 30 feet from the centerline of the canal or a 60 foot wide right-of-way is adequate to maintain the berms. The John Reddell reference to 50' right-of-way off center of ditch wasn't correct. John told us the litigation on their ditch was over 25' right-of-way and the Court decided 30' was adequate. We therefore, still will hold our rights-of-way at 30' from the thread of the channel or 60' wide. Please review the map provided by us because the 30' right of way from the center of the ditch gives enough

access to the ditch for maintenance. However, in some areas (around the weir), additional easement would be very desirable.

Once you have agreed on the easement we can have the Plat updated and presented to you for your approval.

Again, we appreciate your help and input on this project. We do ask for your acceptance and approval of the Millwood Estates Subdivision as designed.

Sincerely,

Luke A Sefton, PE, CFM
Vice President

LAS:bhm

c: Rick Maybery
Tony Cullum
Caleb Lanting, AZ Eng. Co.
Frank Germinden
Town of Camp Verde
Jeremy Bach, AZNorth

05-0303CEH

SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.

E-mail: info@sec-landmgt.com
www.sec-landmgt.com

Date: January 19, 2006

Memo To: Nancy Buckel, Town of Camp Verde

Memo From: D. C. Speer, PE-LS, SEC Inc.

Re: Millwood Estates

The following is the chronology of my contacts with members of the board of Diamond S. Ditch Inc.: Mr. Dick Tinlin, President; Mr. Charles Hilbers, Vice President and Mr. Frank Geminden, Secretary/Treasurer.

Contact Date	Discussed Item
11/1/05	In the introductory meeting with Dick, Charles and Frank, we discussed the letter Dick had written addressed to Nancy Buckel, Senior Planner, Town of Camp Verde, dated October 10, 2005. I listened to those points that were enumerated in that letter. I told them I would go over those items with Luke Sefton. He had completed the Millwood drainage study and addressed drainage problems, but I would pass their concerns on to him. Dick reiterated the shallow water table would be a problem, primarily sewage disposal would be the worst. We discussed the subject of irrigation design and although he did not want to do the design he would overview and make recommendations as we developed the system. He suggested I contact Mark Salving of NRCS at 779-9375. He has helped with most of the irrigation systems in this area.
11/16/05	On a field trip I investigated the 24" CMP that goes through Quarterhorse Lane just below our Lot 30. The pipe is extended through the Jana Stock pasture, on the east side, approximately 550' South. In talking to the resident and neighbor Billy Teague, they suggested I talk to Frank Geminden. They said "He knows more about the local systems than any of us". I called Frank and he came down and he explained the pipe was being used for tail water from our project North of Quarter Horse Lane and to irrigate the Stock property until a new irrigation system was installed along the South side of Quarterhorse Lane. Frank has been very helpful throughout our association on this Project.

Contact Date	Discussed Item
12/2/05	9:30 meeting with Frank Geminden and Charles Hilbers. Dick was in Casa Grande on business. We drove the entire area and viewed existing irrigation systems. Looking over the main diversion that their system used and the type of secondary and tertiary they had designed. We looked over Valves and vents in use. Frank recommends we use 15" main, 12" secondary and 10" tertiary for our system design. They say the Diamond S Ditch is running 32 second feet. It will run between 2 feet & 3 feet of depth. The top third of the water goes to upstream users, the middle third goes to us and the bottom third goes to downstream users.
12/6/05	I met with John Reddell in the SEC Cottonwood Office at 2 PM. He confirmed that the pipe sizing we are using is correct. He also thought the 50 R/W Diamond S was asking for was excessive and the 30' was more in line for maintenance. He said the ditch he is associated with had a controversy. The easement offered was 25'. It was litigated and the Judge ruled to give a 30' easement. Dick had told me this case had given a 30' easement to that ditch company.
12/17/05	2 PM I met at Dick Tinlin's Office. Dick and Frank Geminden were present. I told them we had followed their recommendations regarding pipe sizing and two valves for each lot. We went over the preliminary irrigation layout for Millwood Estates. They looked at the structure where we split our three main lines. They suggested gates on all three. We agreed. On the main diversion, they asked for the connecting pipe from the main diversion on the canal to our split for our three main lines to have an area equal to all three main lines. We Agreed. Frank and Dick said they would put in the Main diversion in their canal along with a trash rack. All of this is at their cost, labor and materials. They agreed. I told them we are noting this on the plans and instructing whoever does build our irrigation system, to co-ordinate our connecting pipe installation with the Diamond S construction of their diversion. We will note on the plans to contact Dick Tinlin for this co-ordination, giving his phone number. Dick is still concerned about our sewage treatment, considering the water table. I told him that Luke had followed through on this. An alternate system is approved for these conditions. Dick asked for the overshot of

drainage where an existing drainage detention basin lies on the North side of their canal. I told him that Luke says he cannot legally construct a structure over the canal. We do not own the North side of the canal. I also indicated that our subdivision does not change any of the existing drainage problems that were here prior to this project. Both Dick and Frank feel that in the previous Town Council meeting, the council pretty much told SEC to satisfy the Diamond S needs. I thanked them for there time and advice. I told them I would pass their concerns on to Luke.

12/27/05

Luke had gathered the current plans on the project and I called for a meeting with Dick. He wasn't in. I called Frank. He said Dick was harvesting pecans, but go ahead and bring the plans down to his house. We ended up going over to Charles Hilbers house. I went over the changes from my last visit. I showed them the note on removal and dispose of old concrete ditch. Frank again asked about the overshot. I told him there still isn't an overshot. The reasons are the same, the design of Millwood did not change the drainage problem that existed above the canal. Luke has done a complete 100 year Drainage Study and the project is designed to withstand a storm of that magnitude.. Luke still can't legally put the structure in.

1/4/06

I had a meeting with Dick and Frank at 4:30. We went over the most recent plans. There is little change in their stand. They still want a 50 foot easement and an overshot. I have continued to offer that Luke or I would be happy to come down and answer any questions the other board members may have. I thanked them for their time and all of the input they had given us.

1/10/06

I made an appointment for 3:30 with Dick and Frank to go over the last data we had assembled.
1. We were giving them two CD's that Luke had made. It is an animated computer graphic which shows the effect on Millwood subdivision of the 100 year storm over a 24 hour period. The animation shows the depth of water across all of the lots in that 24 hour period of time,
2. .A large plotting of the Millwood Subdivision. It shows The 30 Ft. Easement, measured from the center line of the canal. Also shown is an easement for an access to that canal about midway on the project.

3. A complete copy of Luke Sefton's drainage study for Millwood.
4. A letter explaining the reasons for our stands on the design of the Millwood Project.

They had not had a chance to really digest the material. But still go back to the overshot and 50 Ft. Easement. I said "the drainage study would answer some of their problems, but I can't understand why you expect Jeremy Bach to solve a problem of Breaching the Canal from the above drainage area. It is something they are living with and have lived with for some time. Whether we are here or not they still have the problem. Regarding the Liability they feel having 30 new homeowners, the CD should help to give them some assurance.

D.C. Speer /bhm

D. C. Speer, PE-LS, SEC

Yavapai County
Development Services Department
500 S. Marina Street; Prescott, AZ. 86303 Phone: (928) 771-3214 Fax (928) 771-3432
10 S. 6th Street; Cottonwood, AZ. 86326 Phone: (928) 639-8151 Fax (928) 639-8153
Addressing – Building Safety – Customer Service & Permitting – Environmental – Flood Control – Land Use – Planning & Design Review

January 17, 2006

01-19-06 11:18 RCVD

Nancy Buckel, Planner
Town of Camp Verde
P.O. Box 710
Camp Verde, AZ 86322

Re: Development Application Review Comments by the Flood Control District, request received 1-3-06

Dear Ms. Buckel:

The Yavapai County Flood Control District has received your request for comments regarding the project referenced below and has the following statement regarding the proposed development.

1. **Millwood Estates Subdivision, APN 404-04-021 and 404-05-085.** This site is impacted by a FEMA regulated floodplain, whereas a major portion of the site is within the Zone Shaded X, flood fringe. Zone Shaded X is not regulated by the Yavapai County Flood Control District, whereas this zone will have less then 12" of storm runoff during a 500 year rain event. The irrigation ditch that runs along the north property line captures the runoff to the north of site, thus little or no runoff enters the site from the north. The site does not have any defined watercourses that would be regulated by the Flood Control District. The site is impacted by sheet flow storm runoff and is again not regulated by the Flood Control District. The submitted Construction Plans, Final Plat and Phase III Drainage Report should be reviewed and approved by the Town of Camp Verde and / or the Towns consulting engineer.

I would like to reiterate that as floodplain managers for the Town of Camp Verde, the Flood Control District has reviewed the referenced application with respect to regulated floodplains and watercourses. Other aspects of stormwater management, including onsite routing of runoff and detention/retention requirements, are the responsibility of the Town of Camp Verde and should be reviewed accordingly.

If you have any questions or need clarification on any of these matters, please contact me at the District office in Prescott.

Sincerely,
YAVAPAI COUNTY DEVELOPMENT SERVICES

Ron Bell

Project Manager
Flood Control District
(928) 771-3197

c: Brent Ayers, Floodplain Unit, Cottonwood Annex L06/Buckel Dev Millwood Final

RESOLUTION 2005-668

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA APPROVING THE PRELIMINARY PLAT 2005-04 FOR THE PURPOSE OF DEVELOPING MILLWOOD SUBDIVISION ON PARCELS 404-04-021 AND 404-05-085 CONSISTING OF APPROXIMATELY 50.36 ACRES AND 30 LOTS WITH THE MINIMUM LOT SIZE BEING 1 ACRE.

SITE LOCATION: 650 QUARTERHORSE LANE.

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 Preliminary Plat 2005-04 was filed by AZNORTH Enterprises, agent for Melba Shill, owner of parcels 404-04-021 and 404-05-085.

B. The request was reviewed by the Planning and Zoning Commission on November 3, 2005 and by the Common Council on November 16, 2005 in public hearings that were advertised and posted according to state law.

C. The purpose of the preliminary plat is to develop Millwood residential subdivision with 31lots.

D. The proposed use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.

The Common Council of the Town of Camp Verde hereby approves PP 2005-04 for the purpose of developing Millwood Subdivision with 30 lots on parcels 404-04-021 and 404-05-085 with the following exception and stipulation:

1. An exception has been granted to the developer waiving the requirement for concrete sidewalks in this subdivision.
2. As a stipulation of approval of the Preliminary Plat, the developer is required to address traffic, septic design, ground water protection and Diamond S Ditch concerns before Final Plat submittal.

PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON NOVEMBER 16, 2005.

Tony Gioia, Mayor

Date: 11/28/05

Attest: Deborah Barber - 11/29/05
Deborah Barber, Town Clerk

APPROVED AS TO FORM:

Town Attorney

Staff Report

Council Meeting of: January 25, 2006

Title: **ORDINANCE 2006 A 319:** Application has been filed by Dugan McDonald, owner of parcel 404-30-029D requesting an amendment to Ordinance 2005 A305 to change the height limitation from one story buildings to a height of 24'.

Description Of Item: The current language in the Ordinance just limits the number of stories, not the overall height of the buildings. Therefore, we could have a one story building with a very steep roof measuring nearly 30' in height. This type of building would not fit the scale of the existing buildings in the neighborhood nor would it alleviate the need for a large parking lot to serve the residents and visitors. The applicant has presented a site plan with a conceptual elevation of the building type to show what is planned for the development. By making this change, it will permit the construction of flat roof buildings with the parking of cars out of sight of adjoining property owners in enclosed garage area.

Agency Review:

Camp Verde Streets Dept: An easement needs to be acquired by the Town to access the pump house on the ditch and water lines running west along PL under the power lines for Town Hall irrigation.

Yavapai County Environmental Services: No comment regarding septics.

Town of Camp Verde Building Inspector: No problem from a building standpoint.

Community Development Director: The applicant is correct in that it would seem more reasonable and workable to limit the height of any prospective structure rather than referencing the limitation to a two story structure. It was the height the neighbors wanted to limit and Dugan has addressed both the developer's needs for additional capacity for parking with some limitation on the height of the roofline of the proposed housing units. This limitation had been proposed by the original owner/applicant (Al Dupuy) as a result of his discussions with member of this neighborhood and was brought forward to resolve potential concerns. However, the conceptual housing units proposed by Dugan may also meet their concerns with the reduced rooflines, while improving the parking for this development.

Replies to the 300' Letters: 39 letters were sent out and, as of the writing of the staff report, staff has received no letters in opposition or of support of this project. However, we have had a phone conversation with a concerned property owner who wants some kind of control on the building height so as to maintain the scale of the neighborhood.

Commission Recommendation: The Planning and Zoning Commission heard this application on January 12, 2006 at a public hearing that was advertised and input solicited from the public. The Commission voted unanimously to recommend to the Council that the amendment be approved changing the stipulation of limiting the height of the structures to one story to limiting the height of the structures to two stories **and** 24'.

Attachments: Yes

Prepared by: Nancy Buckel, Senior Planner

ORDINANCE 2006 A319

AN ORDINANCE OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING AN AMENDMENT TO ORDINANCE 2005-A305, WHICH AMENDED THE ZONING MAP OF THE PLANNING AND ZONING ORDINANCE FROM R1L-35 TO R2-2 FOR PARCEL 404-30-029D FOR THE PURPOSE OF DEVELOPMENT OF A RESIDENTIAL COMPLEX.

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

WHEREAS, the Town Council approved 2005-A305 with certain conditions; and

WHEREAS, Ordinance 2006 A319 will promote the public health, safety, and general welfare of the general public; and

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

Section 1:

I. The Town Council hereby approves **Ordinance 2006-A319** for the purpose of amending **Ordinance 2005-A305** with the following change:

A. Section II.D. ~~All development is to be limited to one story in height.~~ ALL DEVELOPMENT IS TO BE LIMITED TO TWO STORIES WITH A MAXIMUM HEIGHT 24 FEET'.

Section 2. All ordinances or parts of ordinances adopted by the Town of Camp Verde in conflict with the provisions of this ordinance, Ordinance 2005-A305, or any part of the code adopted, are hereby repealed, effective as of the effective date of this ordinance.

Section 3. This ordinance is effective upon completion of publication and any posting as required by law.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

PASSED AND ADOPTED by a majority vote of the Town Council of in open meeting by the Town Council, Town of Camp Verde, Arizona, on the ***25th day of January 2006****, to be effective when publication and posting, pursuant to ARS 9-813, is completed.*

Approved: _____
Tony Gioia, Mayor

Attest: _____
Deborah Barber, Town Clerk

Approved as to form:

Town Attorney: _____

CASE NO. 2005-47

PROJECT NO. AMD 05-05

Rec'd. 11-7-05 BO

TOWN OF CAMP VERDE

COMMUNITY DEVELOPMENT DEPARTMENT
P.O. BOX 710 • 473 S. MAIN STREET, SUITE 108
CAMP VERDE, ARIZONA 86322
(928) 567-8513 • FAX (928) 567-7401

CHANGE OF ZONING MAP OR DENSITY APPLICATION

APPLICATION DATE 10·10·05 TAKEN BY WW & MB

ASSESOR'S PARCEL NO. 404-30-029D FEES

PRESENT ZONING R2-2 HEARING DATE 12-1-05

SUBDIVISION N/A

ADDRESS OF PROPERTY 485 S. Nichols Street Camp Verde

REQUEST: Please See Letter Attached

OWNER Jugon McDonald PHONE 567-9170 FAX 567-6351

ADDRESS P.O. Box 3270 CITY Camp Verde STATE AZ. ZIP 86322

CONTACT PERSON Jugon McDonald

If the applicant is not the property owner, the owner shall complete and sign the following statement. I herby authorize No Agent to act as my agent in the application.
Name of Agent

Signature of Owner 10·10·05 Date

****

AGENT No Agent — PHONE — FAX —

ADDRESS — CITY — STATE — ZIP —

CONTACT PERSON —

****

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

Signature of Applicant 10·10·05 Date

HERITAGE

Land Survey & Mapping Inc.

10-24-05P01:41 RCVD

Re: PARCEL 404-30-029D

October 24, 2005

Mr. Will Wright,
Planning Director, Town of Camp Verde

From, Dugan Lee Mc Donald

Mr. Wright,

I would like to request that the Planning Department revisit and revise the building restriction assigned to parcel 404-30-029d.

There currently is a restriction assigned to the property that says only one story buildings may be built on the property. This in fact does not limit the heights of the buildings at all and does nothing to protect the adjacent property owners.

I believe, and it is my hope that we can change this restriction and assign a true limit to the height of the buildings.

I would like to propose a flat roof lined, multi floored design; This design would not be much higher than a normal pitched roof design and it will allow for the parking of cars out of sight of the surrounding property owners, making this a much cleaner and more desirable place to live adjacent to.

Please find attached hereto:

1. An elevation drawing that depicts the multi floored units.

2. A copy of the letter, signed by the adjacent property owners either for or against our plan.

Sincerely,

Dugan Lee Mc Donald

Dugan L. McDonald R.L.S. P. O. Box 3270 • Camp Verde, Arizona 86322
Office (928) 567-9170 738 S. Parks Drive Fax (928) 567-6351

01-11-06P12:45 RCVD

SUPPORT DOCUMENT
SLEEPY HOLLOW DEVELOPMENT

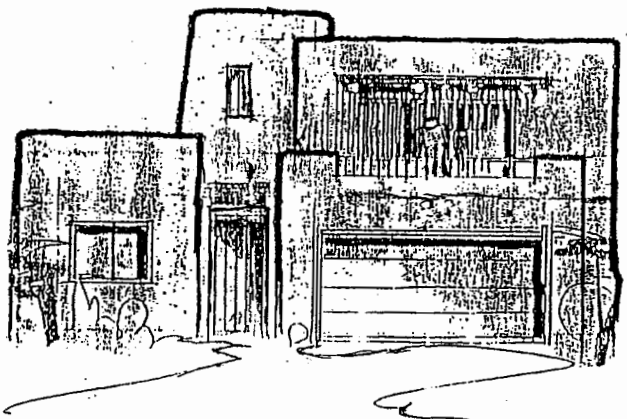
Dugan Lee Mc Donald
380 Grippen Road, West
Camp Verde Az. 86322

Dear Neighbors,

My name is Dugan Mc Donald, I have recently purchased parcel 404-30-129D and we are looking forward to starting the construction phase of the project very soon. Before we do so there are some concerns that I would like to meet with you and talk to you about. Things that I believe we can do to help make this project as nice for everyone as possible, now and in the future.

As you know or you may not know, there is currently a restriction that has been placed upon my property by the Town of Camp Verde. This restriction or should I say the intent of the restriction is to limit the heights of the buildings within the project limits. In reality this restriction, in the way in which it is worded does nothing to limit the height of the buildings at all; The restriction simply says " This property is limited to one story units only". How high or how tall each one of the units can be built has never been addressed. This of course is an issue that must be worked out. At this point my architect does not have the information he needs to design the buildings.

What I would like to propose is to limit the heights of the buildings from what is normally allowed under the current parcel Zoning of R-2-2, [This zoning would allow for a 40 foot building height under normal conditions.] to a more realistic building height of 24.00 feet, this would permit a flat roof design that would be not much taller that a peeked roof design and still allow us to park the cars within an enclosed garage area out of site of the adjoining property owners. We do not want our project to look like a large parking lot.



TYPICAL ELEVATION

01-11-06P12:45 RCVD

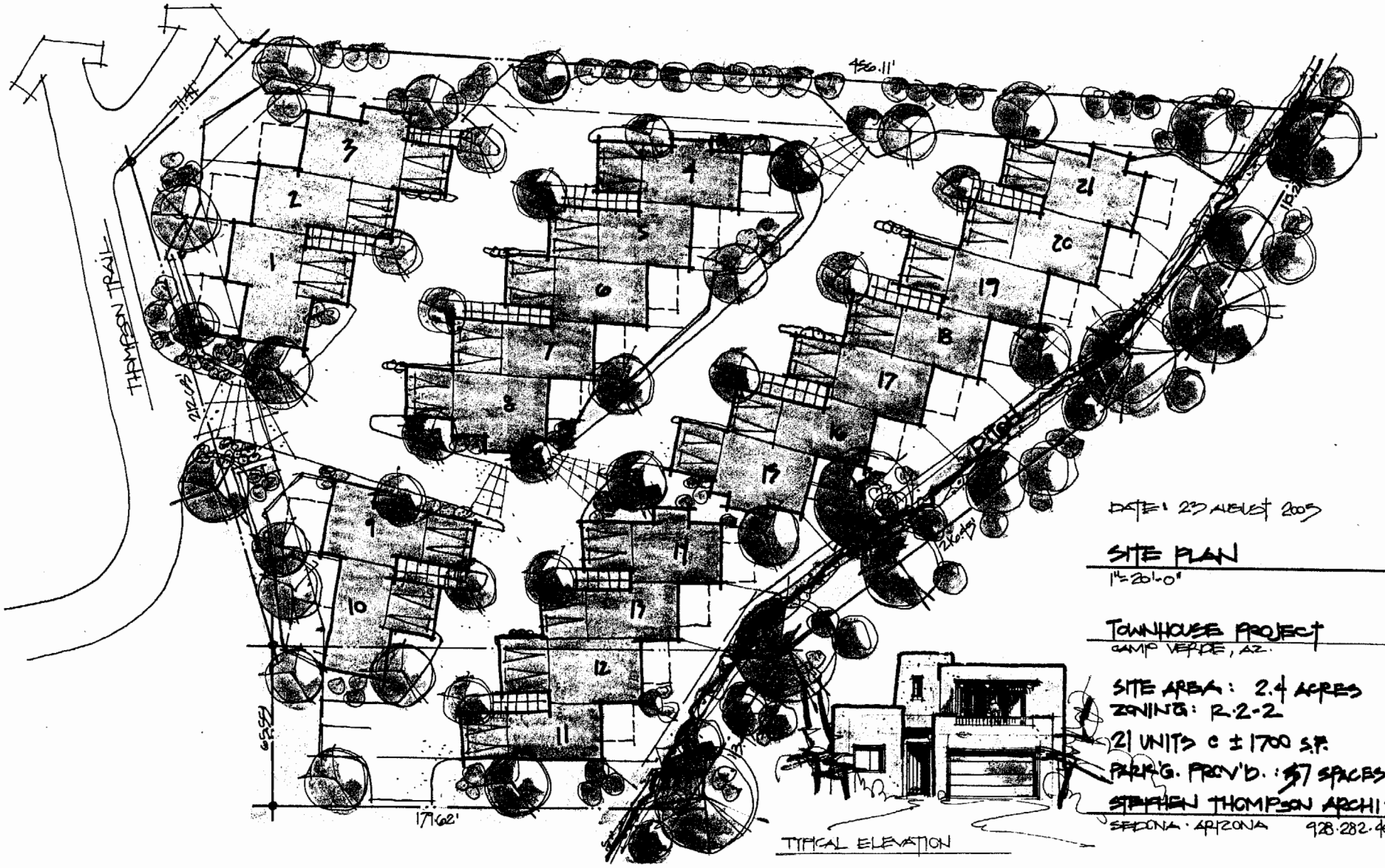
HERITAGE

Land Survey & Mapping Inc.

We the adjacent owner of the Sleepy Hollow Developments [Parcel 404-30-129d]; Support the plans of the owners of parcel 404-30-129d in his effort to improve said property, including limiting the 21 proposed building to a height of 24.00 feet and a two story configuration with enclosed parking.

Alice O. Wilson	404-30-047
Steve Brack	~~300 7898~~ 404-30-048
Scott Swift / Katherine Sugar	436 Yaqui Circle
James E. Lee	426 Yaqui Circle
Randy & Susan Thomas	503 ~~456~~ Yaqui Circle
Jeanette Chandler	487 Yaqui Cr.
Johnny O. Ver	404-30-275A
Dorothy L. Meaker	231 404-30-275

Dugan L. McDonald R.L.S. P. O. Box 3270 • Camp Verde, Arizona 86322
Office (928) 567-9170 738 S. Parks Drive Fax (928) 567-6351



DATE: 23 AUGUST 2005

SITE PLAN
1"=20'-0"

TOWNHOUSE PROJECT
CAMP VERDE, AZ.

SITE AREA: 2.4 ACRES
ZONING: R-2-2
21 UNITS @ ± 1700 S.F.
PARK'G. PROV'D.: 57 SPACES

STEPHEN THOMPSON ARCHITECT
SEDONA · ARIZONA 928·282·4025

ORDINANCE 2005 A305

AN ORDINANCE OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING AN AMENDMENT TO THE ZONING MAP OF THE PLANNING AND ZONING ORDINANCE FOR PARCEL 404-30-029D CONSISTING OF APPROXIMATELY 2.4 ACRES FROM R1L-35 TO R2-2. THIS REZONING IS TO ALLOW FOR THE DEVELOPMENT OF A RESIDENTIAL COMPLEX at 485 S. NICHOLS STREET.

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

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

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

Section 1:

I The Town Council hereby finds as follows:

A. A request for **Zoning Map Change 2005-05** was filed by Al Dupuy, agent for Keith Turley, owner for the purpose of rezoning parcel **404-30-029D** from **R1L-35 TO R2-2.** The legal description is attached as **Exhibit A.**

B. The Zoning Map Change was reviewed by the Planning Commission on **April 7, 2005** in public hearing that was advertised and posted according to state law and revisited on April 14, 2005 to clarify the vote, then by the Town Council on **April 27, 2005.**

C. The proposed use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.

II. **Zoning Map Change 2005-05** is approved, based upon the following findings:

A. The zoning map change will not injure the public health safety, or welfare of the general public.

B. The Town's General Plan Land Use Map (2005) has been amended from medium density residential to high density residential to accommodate this development by Resolution 2005 628; therefore the proposed zoning map change is consistent with State Planning Law and the requirements of the Camp Verde Zoning Ordinance.

C. All development must submit for design review by the Community Development Department.

D. All development is to be limited to one story in height.

E. A 50' Right of Way on Nichols Street be provided.

F. Nichols Street to be paved to existing pavement on Fain.

G. A walkway on one side of the road to be provided to tie into the Main Street sidewalk.

H. The developer to install 8" sewer line and extend the sewer line to the property line for the neighboring property owner.

I. All stipulations to be recorded as deed restrictions on the property.

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, are hereby repealed, effective as of the effective date of this ordinance.

Section 3. This ordinance is effective upon completion of publication and any posting as required by law.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

*PASSED AND ADOPTED by a majority vote of the Town Council in an open meeting by the Town Council, Town of Camp Verde, Arizona, on the **27th day of April 2005**, to be effective when publication and posting, pursuant to ARS 9-813, is completed.*

Approved: Mitch Dickinson
Mitch Dickinson, Mayor

Date: MAY 3, 2005

Attest: Deborah Barber
Deborah Barber, Town Clerk

Approved as to form:

Town Attorney

TOWN OF CAMP VERDE
COMMUNITY DEVELOPMENT DEPARTMENT

PERMISSION TO ENTER PROPERTY

Hearing Application: AMD 05-05 Parcel No. 404-30-029D

Date: _____ Legal Description: BK 4258, Page 607. Y.C.R.

Name: Dugan McDonald

Address: P.O. Box 3270 Camp Verde, Az. 86322

I, the undersigned, hereby give permission to the Town of Camp Verde Community Development Dept. or Public Official, in the discharge of duties as stated herein, and for good and probable cause, to enter the above described property to inspect same in connection with the application made under the terms of the Town of Camp Verde Planning and Zoning Ordinance. Such investigation may be made to determine whether or not any portion of such property, building or other structure is being placed, erected, maintained, constructed or used in violation of the Town of Camp Verde Planning and Zoning Ordinance. Such entry shall be within 60 days of the date of my signature (below) or within 60 days of the scheduled date of a public hearing for review, transfer, or renewal of the application. Such entry shall be limited between the hours of 7AM and 6PM MST. I understand that this permission to enter property is OPTIONAL and VOLUNTARILY GIVEN and may be withdrawn or revoked (either in writing or orally) at any time.

Applicant's Signature _____ Date 10.10.05

Agent for: _____ No Agent

State of Arizona
Town of Camp Verde

On this 25 day of October, 19 2005 before me, the undersigned Notary Public, personally appeared Dugan L. McDonald who executed the foregoing instrument for the purpose therein contained.

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

OFFICIAL SEAL
H. LESLIE RAGAN
NOTARY PUBLIC-ARIZONA
YAVAPAI COUNTY
My Comm. Expires Oct. 4, 2008

Notary Public

10 4 2006
Date Commission Expires

Rev 12/98

DIRECTIONS TO PROPERTY

ASSESSOR'S PARCEL NUMBER 404-30-029D

APPLICANT'S NAME Jugan McDonald

PROPERTY ADDRESS 485 S. Nichols Street

DIRECTIONS TO PROPERTY Fain Street, East To Property,

Property Located At The Intersection of Fain Street & Nichols Street

485 S. Nichols St.

DATE: January 18, 2006

TO: Members of the Camp Verde Town Council

THROUGH: Bill Lee, Town Manager

FROM: Will Wright, Community Development Director

SUBJECT: Request for Changes to the Office and Organization

This memo reviews concerns regarding the workload of the Community Development Department, which is essentially performing three basic functions, namely: 1) Building Services; 2) Planning & Zoning; and 3) Economic Development. The amount of work in each of these areas has significantly increased over the last couple of years. For example, the number of building permits with all the associated work of receiving the applications and performing a preliminary review, distributing and filing the paperwork and building plans, performing plan review, doing the inspections with culmination of the issuance of a Certificate of Occupancy continues to grow at an increasing rate (already this fiscal year we have had more single family building permits applications than all of last year).

Historically, the town received 490 permits in FY2000-2001 which had been the highest number of permits taken in until last year when the town had 529 permits in FY2004-05. Already during the first quarter of FY2005-2006 the town has taken in 179 permits, which if this rate continues extrapolates to over 700 permits for this fiscal year. This represents about a 40% increase in the workload over last year.

It is worth noting that this increased workload is occurring with essentially the same number of personnel to perform this work, while we are making every effort to maintain a high level of service to the citizens, who are our customers. However, after discussing this matter with staff, it is clear with the number of new subdivisions and the general growth occurring in our community that it will become increasingly difficult to maintain service levels without additional personnel.

The Council understood the growth trends and last year approved a building inspector position and we now have two building inspectors performing the plan review and inspection duties. However, the administrative workload is being handled essentially by one Administrative Assistant with the P&Z Administrative Assistant helping out when workload allows. This is only a temporary fix that cannot last as the duties in the P&Z area are also increasing making it more difficult for the person in that position to be able to help in the building services area. Additionally, the Code Enforcement Official retired this year and we have had one of the building inspectors, who Bruce was able to train, doing those duties on an interim basis along with their increasing workload in the building inspections area, as indicated above.

For these reasons, I would propose that the Community Development Department be allowed to make the following organizational and office changes to stay ahead of the increasing workloads for these areas of responsibility, namely:

1) move forward with hiring a Code Enforcement Official preferably full time but could consider part time for the sake of getting an Admin Asst in P&Z;
2) be authorized to hire an Administrative Assistant (Grade 12) to take on the Planning & Zoning duties or consider perhaps hiring a Planner, which are at a higher salary (Grade 14), thereby putting the current Administrative Assistant working with planning in building only;
3) create a second public entrance from the other front entrance, which now serves as an 'employee only' door, to handle only P&Z business, thereby easing the congestion, which now occurs with having only one counter, due to the increased foot traffic coming into our office;
4) reduce the conference room space to create another office for the code enforcement officer;
5) work with Building Maintenance to better organize space needs, including the new filing system that will also assist with office organization; and
6) allow CD Department to purchase two vehicles to use for the Code Enforcement Officer, as well as one for staff use. There is currently $13,000 allocated for a vehicle in the Community Development Department. This would give the Community Development Department four (4) vehicles, including one for each of the two building inspectors (Ranger and Blazer), one for the code enforcement officer and one for staff (newer sedan).

These recommended changes would require the Council to authorize the hiring of another Administrative Assistant or Planner, thereby allowing the current two Administrative Assistants to focus on building services. This additional administrative assistance particularly in the building services area are needed to keep up during this peak growth phase of the community.

We could fund the new Administrative Assistant or Planner position for the remainder of this fiscal year by using the unused salary for the Code Enforcement Officer for the last few months of this fiscal year, which was not immediately filled. It is generally felt that this move would allow building services to stay ahead of the increasing workload, which we do not see dropping in the next few years due to the number of subdivisions coming into the community. It is also worth noting that revenues or income from the Community Development Department continues to grow at a significant rate due to the rising workload being done in this area.

The need to proceed to hire a Code Enforcement Official, on at least a part time basis, is important to allow the present building inspectors to keep ahead of the plan review and inspections services that are also experiencing significant growth. Again, this position was authorized by the Council last year and with Bruce's retirement was not immediately filled. It is generally felt by staff, however that the Administrative Assistant or Planner position is more needed at this time, though both positions would be useful in keeping up with increasing workloads and community goals.

I appreciate your consideration of this request that we believe is needed to address the growing demands being placed on current staff with the increasing workloads, particularly in the building services area.

DRAFT

MINUTES
REGULAR SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
THURSDAY JANUARY 12, 2005
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 Foreman, Vice Chairperson Witt, Commissioners Womack, Morris and Parry were present; Commissioner Bullard arrived at 6:41 p.m.; Commissioner Hisrich was absent.

Also Present: Community Development Director Will Wright, Councilor Ron Smith, Clayton Young, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**
The Pledge was led by Parry.

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:**
   January 5, 2006 – Regular Session
   b. **Set Next Meeting, Date and Time:**
   February 2, 2006 – Regular Session was scheduled at the January 5, 2006 meeting.
   February 9, 2006 – Regular Session – 6:30 p.m.
   March, 2, 2006 – Regular Session – 6:30 p.m.

On a motion by Witt, seconded by Parry, the Commission unanimously approved the Consent Agenda as presented.

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 AMD 2005-05:** an application submitted by Dugan McDonald, owner of parcel 404-30-029 D requesting an amendment to Ordinance 2005-A305 approved by Council on April 27, 2005 to remove the restriction of one-story units. This property is located at 485 S. Nichols Street, consists of 2.41 acres and is zoned R2-2.

On a motion by Morris, seconded by Womack, the Commission voted unanimously to amend the original motion to include the limitation of two stories, in addition to the 24-foot height restriction.

DRAFT

On a motion by Witt, seconded by Morris, the Commission voted unanimously to recommend to Council approval of AMD 2005-05, an application submitted by Dugan McDonald, owner of parcel 404-30-029 D requesting an amendment to Ordinance 2005-A305 approved by Council on April 27, 2005, to change the restriction of one-story units to restricting the height to 24 feet, on the property located at 485 S. Nichols Street consisting of 241 acres and zoned R2-2.

STAFF PRESENTATION
Director Wright reviewed the background of the request to amend the previously approved ordinance that limited structures to only one story, with agreement by the owner at that time based on input from neighbors. The applicant has subsequently purchased the property, and has pointed out that the stipulation is somewhat vague in that it does not include a height limitation for the one-story units. Since the zoning would allow structures to be a high as 28-30 feet, the applicant has presented a site plan that proposes two-story housing units with the height limited to 24 feet, reduced rooflines and improved parking facilities. The applicant believes that his plan would still meet the concerns of the neighbors. One call of concern has been received, but primarily to request information rather than express opposition.

PUBLIC HEARING OPEN
Applicant's Statement
Dugan McDonald said that Director Wright had already covered what he had planned to present, and added that the requested 24-foot limitation is the result of a compromise between himself and the adjacent property owners. McDonald explained that almost every adjacent property owner has signed the supporting document that he had submitted.

COMMENT FROM OTHER PERSONS
Richard Wheeler commented that he had been concerned about the units being too high, and that a multiple-story development and/or low-rent housing were not wanted. Mr. McDonald has reviewed the plans with Mr. Wheeler, and he has no objections.

Clayton Young, speaking as a private citizen, said he had a conversation with Mr. McDonald, and there appears to be no problem with what he is asking; it will be a nice improvement to the neighborhood and Mr. Young expressed support.

Alice Wilson said she was very relieved when Mr. McDonald came around and showed her that the development would not be multiple-stories, and she is very much in favor.

APPLICANT'S REBUTTAL
There was no rebuttal necessary.

PUBLIC HEARING CLOSED
Board Discussion
The Commission unanimously agreed that Mr. McDonald has planned a nice project and commended him for doing an excellent job working with the neighbors,

DRAFT

STAFF COMMENTS
Director Wright confirmed that the request for approval only pertained to the height stipulation, and that Mr. McDonald will be presenting the proposed site plan very soon.

Mr. McDonald requested the opportunity to thank the adjacent property owners for embracing the project in a positive way; they have made it a pleasure for him to work with them. The Commission also confirmed with the individuals who spoke that they understood the 24-foot limitation applied to the entire development, and Mr. McDonald described the plan to stair-step roof tops.

7. Call to the Public for Items not on the Agenda
There was no public input.

8. Commission Informational Reports:
Commissioner Morris repeated his announcement of last week soliciting donations to the Leukemia/Lyimphoma Society, with two days left. To date, Rob Witt has pledged the highest individual donation for $150.

9. Staff Report
Director Wright said that there have been no responses regarding the Design Review booklet, and the scheduled meeting for January 17th has been canceled, and will be reset for next month. More publicity is planned to make the public better aware of the issue in order to get more public input.

Wright also updated the Commission on the plans for his department to request additional personnel to meet the increasing workload from building permit activities; activities between the building services and planning & zoning will also be segregated by changes in the office layout.

10. Adjournment
On a motion by Witt, seconded by Womack, the meeting was adjourned at 6:52 p.m.

_____
Robert Foreman, 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 meeting of the Planning & Zoning Commission of Camp Verde, Arizona, held on the 12th day of January, 2006. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2006.

_____
Margaret Harper, Recording Secretary