

AGENDA



**REGULAR SESSION
MAYOR AND COUNCIL
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, Room #106
WEDNESDAY, NOVEMBER 14, 2007
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.

2. **Roll Call**

3. **Pledge of Allegiance** – *(Please remove your hat.)*

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) November 1, 2007 – Executive Session (taped)
- 2) November 1, 2007 – Special Session
- 3) November 1, 2007 – Joint Work Session with Sanitary District
- 4) October 24, 2007 – Executive Session Parks Site (taped)

b) Set Next Meeting, Date and Time:

- 1) Regular Session – November 21, 2007 at 6:30 p.m. – **CANCELLED**
- 2) Council Hears Planning & Zoning – November 28, 2007 at 6:30 p.m.
- 3) Regular Session – December 5, 2007 at 6:30 p.m.
- 4) Regular Session/Council Hears P&Z – December 19, 2007 at 6:30 p.m.
- 5) Council Hears Planning & Zoning – December 26, 2007 - **CANCELLED**

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

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

- **Councilor Garrison's Liaison Report regarding Camp Verde Sanitary District (District) meetings and possible discussion and/or determination of requests for placement on the District's standard agenda item for Council Updates/Reports.**

Note: Requests may be identified, but no discussion of the item will occur at this time.

Vice Mayor Hauser requested Item #7:

7. **Presentation by Linda Harkness and discussion of a proposed library structure, costs and financing options.**
8. **Discussion, consideration, and possible selection of a site for the new library building.** (Staff Resource: Gerry Laurito)
9. **Public Hearing, discussion, consideration, and possible selection of name change for Verde Park Drive, as requested by local emergency response agencies due to confusion with Park Verde Road during 9-1-1 calls.** (Staff Resource: Nancy Buckel)

Mayor Gioia requested items #10 & 11:

10. **Discussion, consideration, and possible direction to staff regarding the possible exchange of Town property located on Oasis Road and SR 260 for property located on 1451 Peterson Road.**
11. **Discussion, consideration, and possible direction to staff to 1) prepare a report on our present water conservation measures; 2) review practices of surrounding communities on conservation measures; and 3) report to be delivered no later than February 1, 2008.**
12. **Discussion, consideration, and possible direction to staff concerning bidding at the on-line auction for the community park property known as Parcel "A" of the USFS Administrative site consisting of approximately 118 plus acres located of SR 260 and McCracken Lane.** This is a budgeted item in the Parks Fund. Note: Council may vote to go into executive session pursuant to ARS §38-431.03(A)(7) for discussion or consultation with designated representatives in order to consider Council's position and instruct its representatives regarding negotiations for the purchase, sale, or lease of real property and ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice. (Staff Resource: Mike Scannell)
13. **Discussion or consultation with the Town Attorney for legal advice concerning the Intergovernmental Agreement between the Town and the Camp Verde Sanitary District.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiation. (Staff Resource: Town Attorney)
14. **Call to the Public for Items not on the Agenda.**

There will be no Public Input on the following items:

15. **Advanced Approvals of Town Expenditures**
 - a) **There are no advanced approvals.**
16. **Manager/Staff Report**
17. **Adjournment**

Posted by: U. Jones

Date/Time: 11-9-07 9:20 a.m.

Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

**MINUTES
SPECIAL SESSION
MAYOR and COMMON COUNCIL
Of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street #106
Thursday, November 1, 2007
4:00 p.m.**

1. **Call to Order**

Mayor Gioia called the meeting to order at 4:00 p.m.

2. **Roll Call**

Mayor Gioia and Councilors Elmer, Garrison, Kovacovich, Parry, and Smith were present. Vice Mayor Hauser was absent.

Also Present:

Marshal Smith, Public Works Director Long, Town Manager Scannell, and Town Clerk Barber were present. Attorney Bill Sims was present by telephone.

3. **Discussion or consultation with the Town Attorney for legal advice concerning the Intergovernmental Agreement between the Town and the Camp Verde Sanitary District.**

Council took no action on this item.

Mayor Gioia read the agenda and suggested a motion for executive session for legal advice. Smith said that he did not understand the need for an Executive Session and after a brief discussion and a motion by Parry, seconded by Kovacovich, Council voted unanimously to go into Executive Session pursuant to ARS §38-431.03(A)(3) for discussion or consultation with the attorney for legal advice and §38-431.03(A)(4) for discussion or consultation with the attorney in order to consider Council's position regarding contracts that are the subject of negotiation.

The meeting was recessed at 4:02 p.m. and called back to order at 5:55 p.m.

Councilor Elmer asked that Council members to raise their hands before speaking during the following Work Session and at all future meetings. He noted that he had been very rudely interrupted and he did not want that to ever happen again. Mayor Gioia agreed and said that Council members also should not walk around the room or leave unnecessarily while the meetings are going on.

4. **Adjournment**

On a motion by Parry, seconded by Kovacovich, the meeting was adjourned at 5:56 p.m.

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 1st day of November 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2007.

Debbie Barber, Town Clerk

**MINUTES
JOINT WORK SESSION
MAYOR and COMMON COUNCIL
and the
CAMP VERDE SANITARY DISTRICT**

**Camp Verde Marshal's Office Training Room
646 S. First Street
Camp Verde, AZ**

**THURSDAY, NOVEMBER 1, 2007
6:00 P.M.**

1. **Call to Order**

Mayor Gioia called the meeting to order at 6:02 p.m.

2. **Roll Call**

Council: Mayor Tony Gioia and Councilors Greg Elmer, Norma Garrison, Bob Kovacovich, Mike Parry, and Ron Smith were present. Vice Mayor Hauser was absent.

Sanitary District Board: Chairman Rob Witt, Vice Chair Al Dupuy, Members Ben Bueler and Kathy Scherich were present. Member Roy Gugliotta was absent.

Also Present: Town Manager Mike Scannell, Public Works Director Ron Long, and Town Clerk Debbie Barber

3. **Pledge of Allegiance**

Mayor Gioia led the pledge.

4. **Discussion, consideration, and possible direction to staff regarding a possible amendment to the terms of the Intergovernmental Agreement that was approved on April 25, 2007 and ratified and affirmed on May 16, 2007 by Resolution 2007-726 and/or the drafting of an Operational Agreement to include, but not limited to, the status of District employees and the Town and District coordination.**

Gioia advised that he attended a meeting to discuss issues related to the IGA, along with Councilors Parry and Kovacovich, Town Manager Mike Scannell and Marshal David Smith, and Board Members Rob Witt and Al Dupuy and Sanitary District Clerk Jan Grogan. Gioia asked Dupuy to recap the meeting.

Dupuy said that they discussed several issues; with the most predominate being the District's hiring procedures. He explained that the District did follow the Town's procedures and provided documentation proving so. He explained that the District retained an outside agency to do the hiring and advertising and that the employees were fingerprinted and backgrounds check completed. He then explained that in subsequent meetings, Gioia and Parry had requested the District to take the employees and their benefits back. Mike Scannell had also suggested this.

Gioia said that from here, the Town would attempt a resolution. He explained that he had recommended that the District check into the Verde Valley Employee Benefit Trust (VVEBT) for their insurance and that they could join Arizona State Retirement on their own. He explained that the Town had asked the District to take their employees back [they are on the Town's payroll/benefit package on a reimbursement basis] because staff and Council had concerns that the Town had no ability to enforce the rules/laws, but held all the liability. Gioia advised that the Town would also be likely moving to the VVEBT as well.

District Plant Operations Manager Rick Spears spoke to the retirement and insurance. Clerk Grogan advised that they had not yet checked into VVEBT.

Gioia asked the District to consider taking their employees back and give the Town time to assume the District duties.

Chair Witt said that they were willing to pay for these benefits separately, but that if it cost more than what it did through the Town, then the Town would need to pay the difference. He said that the Board's concern lied with the work environment of their employees. He said he understood that the Town was not ready to assume the billing portion and that District employees were trained in this and it made sense to keep that with the District as opposed to the Town assuming it on January 1, 2008. He explained that the initial plan was for the Town to begin assuming District duties in small increments so that when the election took place in November 2008, the Town would be ready to take over. He explained that the Town would have then had about one year to show the public that they could run the District without any problems.

Witt was also very concerned with Councilor Garrison's recent requests for public information and accused her of intimidating the employees, and of making slanderous and libelous statements as a Council person. Garrison advised that she made requests for public information as a District taxpayer, not as a Council person and stated emphatically that she had made this clear. Witt made a few veiled threats to Garrison about litigation for slander and libel if she continued to ask for documents and suggested that she present herself as a Council person rather than a District member so that she would be protected financially. Witt said that his attorney advised that since Garrison had used the Town's fax number to receive information, that she was acting as a Council member and that she was not acting appropriately. Town Clerk Barber explained that since Garrison did not have a fax line that was required by the District to receive the information, she had advised Garrison that the Town has always permitted the general public to receive faxes at this number and therefore, it would be permissible for her to use it as well. After a heated debate between Witt and Garrison, it was generally agreed that **Garrison would become the Council's liaison** and attend all District Board meetings and that the agendas would include an item for Council concerns and comments.

Witt then told Council that all of their **questions needed to be filtered through Garrison** who would then bring them up at the meetings, rather than going directly to the employees and Board members. Parry then said that he applauded Witt and Garrison for working out their problems.

Witt also advised that the District wanted a timeline from the Town indicating the steps that they planned to take before the election to prepare themselves for the transition. Scherich said that they wanted something more along the lines of a '**business plan**', so that there would be no more confusion about next steps.

Witt then advised that the District does NOT agree to take back the employees and that since the Town had signed an agreement and was attempting to go back now.

After a brief discussion about the fear of failure and the lack of staff capacity on both sides, all attendees agreed that the most important issue was the success of the District in completing their project. Attendees generally agreed to a **joint work session on a quarterly basis** to keep the lines of communication open between both boards.

Gioia, noting that the Town is paying several thousand dollars annually to lease space for the street yard, made arrangements for him and Engineer Long to visit the site that the Sanitary District has set aside for the Town.

Witt reiterated his concerns for District staff and asked that the Town guarantee them their jobs after the transition and not require an additional probationary period. He explained that they were hired with the understanding that they would have jobs and it was important for all concerned to stand by the signed agreement. Dupuy agreed and mentioned HR Director Smith's concerns about the procedures and said that the District Board just did not see the logic.

Manager Scannell explained that this was a policy decision that must be made by Council. He said that a probationary period is definitely required by Town procedures and any deviation from the procedures, required Council approval.

Dupuy pointed out that the District is being asked to deviate from the IGA, thus, the Council should be willing to deviate from their policies and procedures. Scannell advised that staff and Council needed time to consider all the possible ramifications/

Parry noted that the Town had to terminate a District employee earlier in the day due to issues related to the background check. Witt stopped the discussion and said that if the employees are not doing their jobs, they needed to be terminated now, not a year from now.

Scannell, defending Parry's statement, explained that the Town was somewhat concerned that the due diligence done by the District with regard to qualified employees met the Town's standards. He explained that the Town adheres to procedures and that we must ensure that the District vetted the employees to our standards. He said that the point that the District would adhere to Town standards needed to be put into the agreement.

Rick Spears said that they had a copy of the Town's procedures and that they had followed them. Gioia asked that he **provide a copy to the Town's HR Director**. Witt said that this would be counterproductive and assured Council that the District would follow Town procedures from this point forward.

Gioia advised that this matter would be **agendized for Council discussion**.

Manager Scannell advised that another component of concern is the amortization schedule where the Town has agreed to payment for 25 years and the Sanitary District bond schedule is for 20 years. Council discussed their intent to pay according to the bond amortization and they were never advised that the term had been reduced by 5 years.

Witt said that the District needed 25 years, but the bonding companies would not go longer than 20 years. He explained that the District would have 8 years left to pay and they needed the Town's commitment for the long-term.

Scannell replied that this should have been disclosed in the financial documents as the Town had understood the funding was tied to the amortization schedule. He said that when the District gets their WIFA loan, their debt service would be decreased, thus, the Town's payments should also reflect the change. Scannell then explained the 'no call' provisions in bonding.

Chairman Witt became very upset with Scannell's explanation of the no call provision, stating that therein lies the problem – someone who knows nothing about something launches into tirades spouting off incorrect information. He also reported that WIFA funding was not available until the project was completed.

Scannell gave the definition of 'tirade' and stated that he had not launched a tirade, but rather in response to Council's requests, offered an explanation so that they could make an informed decision.

Witt apologized and then explained that there was a two-year no call provision.

Councilor Smith felt that the Town had pledged the money, not the time. Gioia asked for a **copy of the bond documents**.

Gioia asked for an update on how the project is progressing. Witt told the Mayor that he was not in charge of the meeting and that he should not interrupt him. After a short discussion between Witt and the Mayor, Witt deferred the report to Rick Spears. Spears advised that the project was going very well with no concerns and \$100,000 under budget. He said that the collection lines were another story, but expected the boring under the interstate freeway to begin within the next two weeks. He advised that the District was concerned with several of the 90 degree angles and had upgraded the system to include larger manholes for access and add more slope to meet MAG standards. He noted this project was two weeks ahead of schedule and only \$1,000 over budget.

Gioia said that he felt the meeting was very productive and he thanked Spears for his excellent report. He attempted to summarize agreed upon points, including the District would meet to decide when they will take their employees back. Witt interrupted and said the District agreed only to the need to amend the IGA. Dupuy said that the District Board would discuss taking the employees back, with the Town agreeing to funding any additional costs and offering continued employment to the employees.

Gioia said that the Town would do the following:

- Discuss the 6-month probationary requirement;
- Set up the protocol for communication, which is primarily through the Town Engineer, Manager, and liaison Garrison;
- Garrison will attend District meetings and Council will ask her to discuss properly agenda items with the District Board;
- The Town will work out a timeline.

Public Input:

Jackie Baker thanked Manager Scannell for his explanation and she found it valuable and necessary information. She noted that she was a Council member during the framing of the IGA and she remembered some discussion on the Town taking over the billing. She said directly to Chairman Witt that she did not recall Council ever discussing or agreeing to take on their employees. She suggested that Council should let the public know about meetings and prepare minutes or a record so that they did not have to rely on someone's 'recollection' of what was said and/or what took place.

There was no other public input.

The Mayor thanked everyone in attendance and members expressed appreciation to one another for the productive meeting.

5. **Adjournment**

On a motion by Smith, seconded by Parry, the meeting was adjourned at 8:00 p.m.

Deborah Barber, Town Clerk

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 1st day of November 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2007.

Debbie Barber, Town Clerk

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

Meeting Type: Special Session

Meeting Date: November 14, 2007

Submitting Department: P&Z

Contact Person: Nancy Buckel

Regular: **Requesting Action:**

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

- | | |
|--|--|
| <input type="checkbox"/> Acceptance/Approval | |
| <input type="checkbox"/> Final Plat | |
| <input type="checkbox"/> Rezoning | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other: |

Agenda Text : Public Hearing, Discussion and possible Council Action on a street name change for **SOUTH VERDE PARK DRIVE**. As directed by the Camp Verde Town Council at the request of local emergency response agencies.

Purpose of Item and Background Information: The street name change needs to be accomplished for **South Verde Park Drive** because of confusion with **Park Verde Road** during 911 requests for emergency response.

Per Section 121 (Addressing Standards & Guidelines) of the Town of Camp Verde Planning & Zoning Ordinances , “two or more streets within the Town limits that sounds similar are considered to be duplicate street names,” and should be clarified by this street name change.

As required by said section 121, staff posted **South Verde Park Drive** on October 24, 2007 (see included maps for locations) and mailed Notices of the street name change Public Hearing to the property owners of record along South Verde Park Drive on October 11, 2007.

The Notice of Public Hearing for the subject street name change, as mailed, had an included self addressed & stamped envelope with a form to enter a recommended new street name to be returned to the Town of Camp Verde Community Development Department

As of the date of this staff report, two street name recommendation forms have been returned with proposed new street names as follows:

PHILIP’S WAY
NATIVE DRIVE
COUNTRY CHURCH DRIVE
E. G. NURCEY

Staff will update the Council with new proposed street names that have been submitted by the affected property owners at the Public Hearing.

Per the Town of Camp Verde Street Naming and Addressing Standards/Guidelines, selection of street names should come from a pool of historical locations, pioneer family names, local brands and native vegetation. A copy of the current, Council approved, available street name list is included in this packet for reference.

When road or street name changes are adopted by the Addressing Official and ratified by the Town Council they will automatically become part of the official (street) road name map. However, such road name changes may not be shown immediately on the map until such amendments are made by the Addressing Official on quarterly, bi-annual or annual updates to such map(s) as determined necessary by the Addressing Official. A road name change shall become effective within 60 days after the date of approval or appropriate signing unless a longer term is designated by the Addressing Official or Town Council.

Should the Council approve a new street name to replace South Verde Park Drive then, the Community Development Department will notify the required agencies and property owners will receive an official notification of the street name change. The Town Street Department will also be noticed to order new street signs for installation within the above mentioned time frame.



RESOLUTION 2007-735

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
RENAMING SOUTH VERDE PARK DRIVE DUE TO ITS CONFUSION
WITH PARK VERDE ROAD**

RECITALS:

- A. The Council has been notified of confusion due to the similarity of names for South Verde Park Drive and Park Verde Road by emergency services.
- B. It is deemed to be in the best interest of the Town to change the name of South Verde Park Drive pursuant to Section 121 of the Planning and Zoning Code.
- C. All notification procedures required by Section 121 of the Planning and Zoning Code have been accomplished.

**NOW THEREFORE THE MAYOR AND COMMON COUNCIL OF THE TOWN OF
CAMP VERDE RESOLVE AS FOLLOWS:**

- 1. That the roadway within the Town of Camp Verde formerly known as South Verde Park Drive shall hereafter be named _____.
- 2. Pursuant to Section 121 of the Planning and Zoning Code, this change of name for a roadway shall become effective within 60 days.

PASSED AND APPROVED by a majority vote of the Common Council of the Town of Camp Verde, Arizona this 14 day of November, 2007.

Tony Gioia, Mayor

ATTEST:

Approved as to form:

Deborah Barber, Town Clerk

Town Attorney

SECTION 121
Street Naming and Addressing Standards/Guidelines
For The Town of Camp Verde

A. Standards Purpose

The Town of Camp Verde establishes this Ordinance in order to provide for: (1) uniform assignment of property numbers; (2) the naming of new streets; and (3) renaming of old streets with conflicting or duplicate names. The purpose of this Ordinance is to provide for efficient and effective emergency services and for the safety and convenience of the residents of the Town of Camp Verde. The Town Council hereby provides for the enforcement of this Ordinance, and prescribes penalties for the violation hereof, as authorized by A.R.S. Section 9-462.05.

These standards provide for the establishment of situs/physical addresses only and are not to be construed to override or take the place of mailing addresses issued by the US Postal Service. Mailing addresses will not conform to the addresses issued by this program until such time as the US Postal Service determines that physical addresses must be used. The addresses issued by this program are specifically for the purpose of assigning a physical address to each structure and as such no addresses will be issued to vacant lots until such time as the property is occupied by a structure(s).

1. **Guidelines Purpose**
These guidelines provide for a base approach to:
 - a. The naming of new streets.
 - b. Renaming of older streets with duplicate or conflicting names.
 - c. Enforcement of the requirements.
 - d. Uniform assignment of address numbers.
 - e. The latitude to effect initial necessary changes in a common sense approach considering the input of those people affected by necessary changes.
2. The Street naming and numbering Standards/Guidelines are herein established to accommodate the street naming/addressing needs of the Town and may be amended as needed to accomplish an acceptable end result.

B. Applicability

1. This Ordinance shall apply to all lands within the incorporated area of Camp Verde.
2. These Standards/Guidelines shall apply to the administration of the Street Naming and Addressing Ordinance No. 91-A61.

C. Severability

Should any article, section or regulation of this Ordinance be judicially declared unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, Or any portion thereof other than the article, section or regulation so declared to be unconstitutional or invalid.

D. Definitions

For the purpose of this Ordinance, the following terms are defined as follows:

Address: A residence, business or location identification including the following elements: Street Name, Number, and Unit Number, if applicable. A directional prefix and suffix designation shall be included in the official address.

Addressing Official: The Town Marshal or an authorized representative charged with the administration of these standards/guidelines.

Baseline: A north-south or east-west line used as a zero starting point for address numbers in a grid system. That point of origin shall be the Northwest corner of Section 32, Township 14 North, Range 5 East.

Dedicated Street: A named or unnamed roadway located on land that is publicly owned and reserved for public access.

Directional Prefix: A prefix assigned to a street based on its overall direction and its location within a grid system.

Driveway: A private use road, which serves as access to three or less dwellings or businesses which is not generally used for public travel. Driveways are not classified as streets and are not named.

Frontage: The direction a building faces, or the point at which a private driveway meets the prominent roadway for the purpose of addressing only.

Grid System: Addressing system whereby address numbers are assigned based on distance from a baseline.

Hundred Block: An incremental breakdown (one-tenth) of a thousand grid.

Mailing Address: The P.O. Box or Rural Route and Box number assigned by the US Postal Service for the purposes of delivering mail. The addresses assigned by this ordinance are not to be considered mailing addresses until determined by the US Postal Service.

Private Road: An unnamed roadway not located on publicly owned land, providing access to more than three dwellings or business.

Street Name: The official name of a roadway including a prefix and/or suffix designation as approved by the Town Council and/or the addressing official.

Street Naming and Addressing Standards/Guidelines: An established set of procedures and guidelines for the administration of this Ordinance. These standard/guidelines are adopted by reference, and may be amended, from time to time, by separate Resolution.

Suffix Designation: An optional descriptive qualifier at the end of a street name (Avenue, Street, Road, Place, Circle, etc.).

Thousand Grids: Grid numbers in multiples of 1000 located primarily on section lines when possible.

Unit Number: A number affixed to a building indicating a separate unit (apartment, suite, etc.) within a building or complex that is assigned a single address. The unit number is part of the official address.

Ordinance: The Street and Numbering Ordinance as adopted by the Camp Verde Town Council by Ordinance No. 91-A61.

Town Council: The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona.

E. General Provisions:

1. **Authority:** Only the Town Council or the Addressing Official or their authorized representative, may assign, approve, process applications for or change a street name pursuant to the requirements of this Ordinance and the Street Naming and Addressing Standards/Guidelines. The Town Council must ratify all final street name changes.
2. **Enforcement:** Notification and/or delivery of an address by the Addressing Official to the responsible party of the property and the owner of record constitutes notification for proper addressing and as such, starts the thirty (30) day period to allow for installation of an address. If attempts to post an address are unsuccessful after the initial 30 days has passed, the violation may be referred to the Camp Verde Town Marshal for enforcement. Any person who fails to comply with this Ordinance may be subject to a petty offense for the first offense, and a Class 3 Misdemeanor for a second or subsequent offense as to the same property, each day the property is not in compliance may constitute a separate offense. "Person" includes the property owner, occupant or any persons having control over the use of the property.
3. **Appeals:** Any owner of property whose street name has been changed by a decision of the Addressing Official may appeal to the Town Council within fifteen (15) days of the decision. No decision is final until ratified by the Town Council.
4. **Renamed Streets:** If a street name is changed at the initiation of the Addressing Official or Town Council, the street name sign shall be installed by the Street Superintendent. All costs associated with the manufacture, installation and inspection of the street name sign shall be the responsibility of the Town.
5. **Street Naming for New Roads or Subdivisions:** Procedures for assigning new street names and addresses for roads or subdivisions are subject to the prior

approval of the Addressing Official/and or Town Council and shall meet all criteria as established in the Street Naming and Addressing Standards/Guidelines. After approval of the street naming and numbering plan, the street name signs shall be provided by the subdivider or property owner according to the Street Naming and Addressing Standards/Guidelines, and installed by or at the location prescribed by the Town's Street Superintendent.

F. Street Naming/Renaming Standards:

1. **Selection of Street Names:** Names should be appropriate, easy to read so that children in particular, can pronounce the name in an emergency situation. Street names are subject to review and prior approval of the Addressing Officer pursuant to the procedures provided in the Street Naming and Addressing Guidelines. New streets must be named from a pool of historical locations, pioneer family names, local brands and native vegetation that is approved and updated by the Town Council and is available at the Community Development Department. OR the applicant has the option of submitting a list of alternate street names along with the Preliminary Plat for possible approval by the Council.
2. **Streets names shall not be duplicated - All new street names must be unique within the Camp Verde Grid, Which includes Fort Lincoln, Lake Verde Club Estates, River Bend, McGuireville, Rimrock and Lake Montezuma. A street name is considered a duplicate if any of the following conditions exist.**
 - a. **A street has the same name as another street even if their prefix or suffix designations differ.**
 - b. **A street name sounds similar to the name of another street despite a difference in spelling.**
3. **Length of street names should be limited to spacing consistent with a 42 inch sign, usually 15-17 letters depending upon the suffix.**
4. **Street Configuration and Appropriate Naming:**
 - a. **Streets which change direction, or loop back onto themselves or another street, should be given one directional prefix based on the street's overall orientation in context with surrounding streets. A street should change directional prefix only where it crosses a base line.**
 - b. **Streets which change direction for a significant distance may change directional prefixes at the point where it crosses a baseline.**
 - c. **Streets located on the same alignment in the same geographical region should bear the same name and directional prefix though they are not connected.**
5. **Street Naming Procedures and Requirements for New Roads or Subdivisions:** After approval of a Preliminary Plat Map and before submittal of a Final Plat, the subdivider shall submit a Street Naming and Addressing Plan to the Addressing Official. In addition, if a property owner proposes to locate or construct a new road (private or public), the property owner shall submit a Street Naming and

Numbering Plan to the Addressing Official for review and approval prior to road construction.

G. Street Name Sign and Installation Standards:

In order to ensure uniform appearance, readability, and proper maintenance, all street name signs for dedicated or private roads shall conform to the standards contained in this section. In addition, the installation of street name signs shall be reviewed for conformance with all requirements contained in this section in order to ensure the safety and longevity of the installation.

1. **Street Name Signs:** All street name signs shall conform to the guidelines established in the Street Naming and Addressing Guidelines, as required by Manual of Uniform Traffic Control Devices. MUTCD, US Department of Transportation
2. **Street Name Sign Specifications:**
 - a. Length of sign not to exceed 42 inches.
 - b. Sign blade to be 6 inches wide extruded aluminum with a .090 web thickness and a .250 flange thickness.
 - c. Sign letters shall be reflectorized.
 - d. Letters shall be white on green background.
 - e. Four Inches (4) shall be the minimum letter height for names.
 - f. Two inches (2) letter height to be used for suffix designations (and directional prefixes, if used).
 - g. Conventional abbreviations are acceptable EXCEPT for the street name itself (MUTCD)

H. Street Name Change Procedures

1. **Method of Initiation:** Street name changes may be effected in one of two ways:
 - a) Initiated by Town Addressing Official or Town Council for the purpose of implementing the Ordinance and these standards/guidelines.
 - b) An affected property owner or owners may FILE AN APPLICATION FOR a hearing to change the name of a public or private roadway within the Town by filing a petition with the Town Clerk. Name changes initiated by petition shall be only for the purpose of correcting a name duplication or rewording a difficult or unacceptable name. Name changes may not be initiated for frivolous or personal purposes and if a petition is filed, the Addressing Official may deny such request. If a petition for street name change is filed, the following shall be provided:

2. **Filing:** A request to initiate hearings to name or change the name of a public or private roadway within the Town may be filed with the Town Clerk by an affected property owner or group of property owners. Such request shall be accompanied by a petition showing consent of at least 51% of the property owners who live on and travel the entire length of the roadway in question, along with all required components of the application provided by the Addressing Official as established in the Street Naming and Numbering Guidelines. A committee may be established to assist in initial street name changes and appointments to this committee must be approved by the Town Council.
 1. A completed Name Change application as provided by the office of the Addressing Official. This application includes the following MINIMUM information:
 - a) A correct list of names and addresses of all property owners on the street or road suggested for name change including those who signed the petition, to the best of the petitioners knowledge.
 - b) A letter stating the reasons why the street name change is needed. (i.e., eliminate duplicate name, help improve emergency services to the area, how the request conforms to Section F of the Standard/Guidelines, etc.).
 2. A map giving the location of the road which is the subject of the petition.
 3. Old name and proposed new name and alternate.
 4. Description of the beginning and end of subject road.
3. **Hearing:** Upon receipt of a valid petition for a road name change, the Town Clerk shall set a hearing date before the Addressing Official allowing adequate notice to the affected public. Notice of the hearing shall be by first-class mail or hand delivered to all property owners of record, who own property on the road suggested for a name change. Notice should be given a minimum of ten (10) days prior to the hearing date. Notices of the hearing shall be posted at the beginning and the end of subject roadway and at intersections. The Addressing Official or Town Council may grant the request, deny the request, or hold the matter until a stated time and date for further consideration.
4. **Protests:** Any person may appear in protest/or favor to the requested street name change at the hearing or submit written protests at least 24 hours in advance of the hearing.
5. **Street Name Map:** When road name changes are adopted by the Addressing Official and ratified by the Town Council they will automatically become part of the official (street) road name map. Adoption of this section of the Ordinance will effectuate the official road name map(s). However, such road name change may not be shown immediately on the map until such amendments are made by the Addressing Official on quarterly, bi-annual or annual updates to such map(s) as determined necessary by the Addressing Official.

6. **Effective Date:** A road name change shall become effective within 60 days after the date of approval or upon appropriate signing unless a longer term is designated by the Addressing Official and/or Town Council.

I. **Addressing Standards**

1. **Odd/Even Numbering System:** Address numbers shall be assigned with even numbers on the north side of east-west streets and the west side of north-south streets, and with odd numbers on the south side of east-west streets and the east side of north-south streets.
2. **Official Address:** An address shall be complete and official only if it contains all of the following elements, unless listed as optional.
 - a. **Number** (Value denoting distance from baseline, plus a unit number, if necessary. Fractions or alphabetical letters shall not be included in an address number).
 - b. **Directional Prefix** (Indicating directions of street and its location within the grid system).
 - c. **Street Name** (As shown on address map and recognized by the Addressing Official).
 - d. **Suffix Designation** (Appropriate suffix as shown on the address map recognized by the Addressing Official) such as Avenue, Street, Road, etc.
 - e. **Letters used** shall be either heat activated 3M~2290 or equivalent, or pressure activated 3M#3290 or equivalent. Normally a type "C" letter should be used. However, a type "B" letter may be used if necessary to fit the name on the sign.
3. **Number Assignment:** Where multiple tenants are located within one building commercial or multiple/duplex residential), a singular address shall be assigned to each building and the individual tenants provided with suite or unit numbers.
4. In the case of mobile home parks, space numbers shall be displayed upon the mobile home park interior roadway side of the space in a consistent manner so as to be easily legible night or day to responding emergency service units. Space numbers shall be 2 1/2 inches in height and reflectorized.
5. **Existing address Numbering systems:** There is no present legal address system.
6. **Display Standards:** The Town may provide address numbers for display on individual buildings and/or properties during the initial addressing exercise. Thereafter the addressing numbers are the responsibility of the property owner or person responsible. The location, type, method and design of such numbers shall be in accordance with the Street Naming and Numbering Guidelines. Upon

notification of assignment by the Addressing Official, the address shall be posted within thirty (30) days by the property owner or tenant. The following minimum standards apply:

- a. Address numbers shall be located so as to be legible from the street on which the address is assigned.
- b. Where a building is not clearly visible from the street on which it is addressed, its address number shall be posted at the point at which its private driveway meets that street.
- c. Where unit numbering is necessary, the property owner is responsible for posting unit numbers in a logical and appropriate manner.
- d. Addresses shall be maintained by the property owner or tenant so as to be clearly readable from the named roadway or street that it is addressed on.

7. **Number Assignment and Notification Procedures:** The determination of official address numbers and street names shall be according to the Addressing and Street Naming Standards/Guidelines contained herein. The following guidelines are provided to establish general procedures and are for the purposes of ensuring proper administration and notification to affected property owners/tenants:

- a. Addressing of the Town shall be conducted on a phased time schedule established by the Addressing Official in accordance with staffing and monetary constraints. Such work may be contracted out if deemed necessary and shall be approved by the Town Council.
- b. Upon final determination of a road name and address number for a particular property or area, the Addressing Official, or their duly appointed representative shall contact the property owner by first class mail or in person. Such property owner is according to the owner of record as listed on the assessment roll available in the Planning and Zoning Department, which is updated on an annual basis. Failure to provide notice according to this section does not constitute a violation of these standards/guidelines or result in disqualifying the official address assigned to the property.
- c. If the Town provides address numbers and plaques for installation of official address numbers, the Addressing Official, or their duly appointed representative, may deliver, either by mail or in person, the materials necessary for address number installation. If, at the time of delivery it is deemed prudent to effect immediate installation of the number(s) and plaque, such installation may take place according to the standards /guidelines established herein for location in Section I-6-a&b.
- d. If address numbers and/or plaques are not provided by the Town, such numbers shall be obtained, installed and maintained by the owner/tenant in accordance with the provisions contained in Section I-6.

- e. Upon delivery of the address numbers and/or plaques (if applicable) or notification of the official address (if plaques and/or numbers are not provided), the property owner/tenant shall install the address in the proper location on the building or property. Such address shall be installed within 30 days of the date of address notification or number delivery, whichever applies.

- f. **Street renaming procedures:** If a street renaming is required, it should occur prior to official assignment of a street address to ease property owner/tenant adjustment to the changes and to avoid confusion. However, the order in which such assignment or change occurs may not be preventable. Street renaming shall be in accordance with the procedures contained in Section F.



Please provide your own street name recommendation utilizing the criteria as explained above. The Town Council will make the final decision on the new street name based on citizen input and staff recommendation.

SOUTH VERDE PARK DRIVE
EXISTING STREET NAME:

COUNTRY CHURCH RD (DRIVE)
YOUR PROPOSED NEW STREET NAME

Please return your proposed street name (ON THIS SHEET) in the self addressed & stamped envelope provided.

or

E-Mail us with your proposed street name at jpaulsen@cvaz.org

Nancy Buckel

From: Virginia Jones [vjones@cvaz.org]
Sent: Monday, November 05, 2007 4:37 PM
To: Nancy Buckel
Subject: Fw: Public Comment on Agenda

----- Original Message -----

From: <webmaster@cvaz.org>
To: <vjones@cvaz.org>
Sent: Monday, November 05, 2007 4:34 PM
Subject: Public Comment on Agenda

> *****
> *****
> Citizen_Name: Roger Benefield
> Email: shades95rb@hotmail.com
> Phone: 9286386343
> MeetingDate: 11/06/2007
> Agenda_Topic: Name change For Verde Park Drive
> Date: Monday, November 05, 2007
> Time: 04:34:33 PM
>
> Comments:
>
> I would like to put in a suggestion for the proposed name change of
> Verde
> Park Drive. I would like to see the name changed to E.G. Nurcey Road. E.
> G. Nurcey was in charge of the Mason work to the Clear Creek Church and is
> also buried in the Clear Creek Cemetery. It would be nice to see that
> someone that lived in (and died), and help build Camp Verde, be remembered
> for his past contributions. I am a new home owner to Camp Verde (2 years)
> and I find that the history of the area is what gives Camp Verde its
> charm.
>
>

Please provide your own street name recommendation utilizing the criteria as explained above. The Town Council will make the final decision on the new street name based on citizen input and staff recommendation.

SOUTH VERDE PARK DRIVE
EXISTING STREET NAME:

Native Drive
YOUR PROPOSED NEW STREET NAME

Please return your proposed street name (ON THIS SHEET) in the self addressed & stamped envelope provided.

or

E-Mail us with your proposed street name at jpaulsen@cvaz.org

Please provide your own street name recommendation utilizing the criteria as explained above. The Town Council will make the final decision on the new street name based on citizen input and staff recommendation.

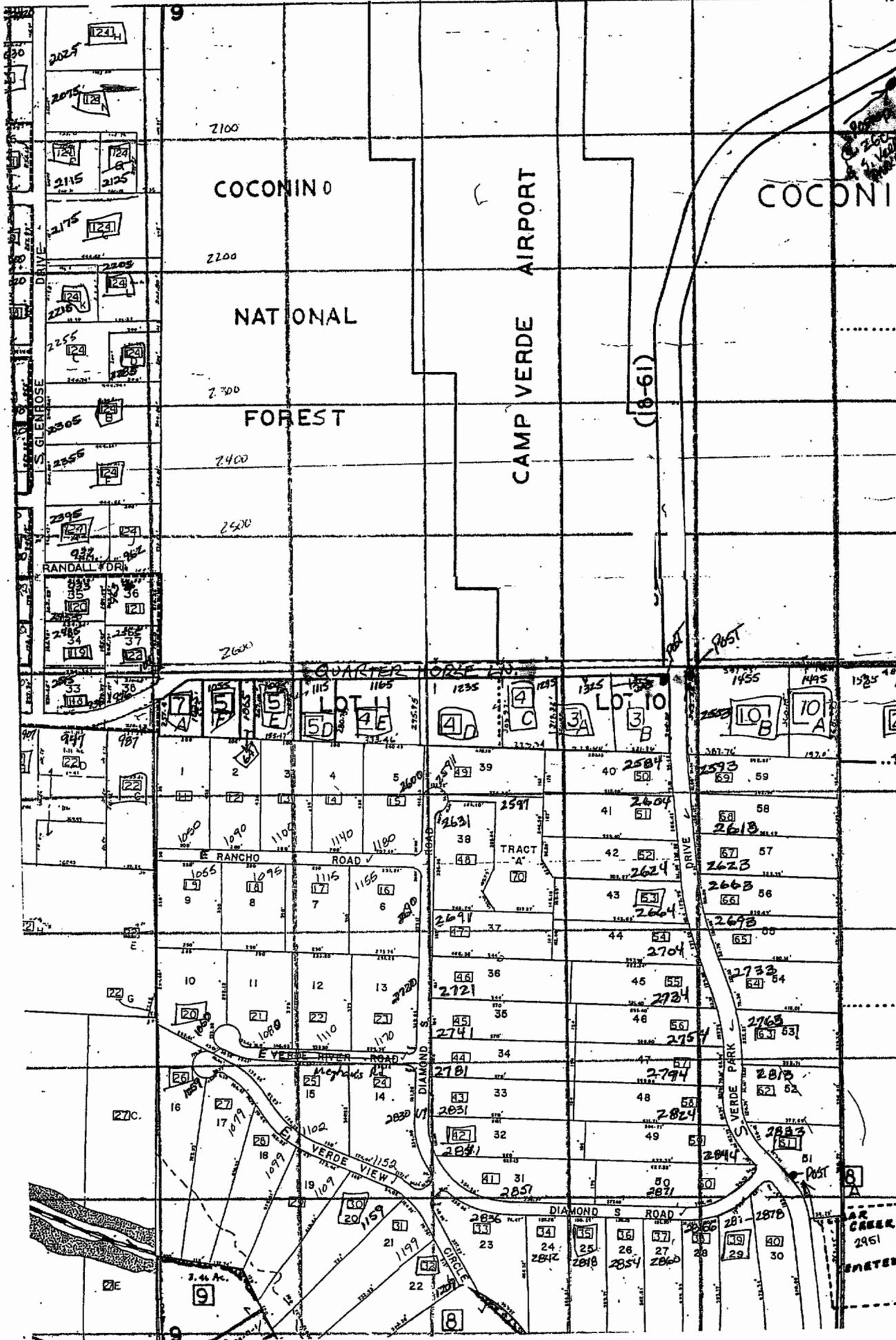
SOUTH VERDE PARK DRIVE
EXISTING STREET NAME:

PHILIP'S WAY
YOUR PROPOSED NEW STREET NAME

Please return your proposed street name (ON THIS SHEET) in the self addressed & stamped envelope provided.

or

E-Mail us with your proposed street name at jpaulsen@cvaz.org



COCONINO

COCONINO

NATIONAL

FOREST

CAMP VERDE AIRPORT

QUARTER HORSE LN

(18-61)

S GLENROSE DRIVE

RANDALL DRIVE

E RANCHO ROAD

E VERDE RIVER ROAD

DIAMOND S ROAD

VERDE PARK DRIVE

CREEK

9

9

8

2025

2075

2115

2175

2205

2255

2305

2355

2395

2435

2485

2535

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YAVAPAI COUNTY GOVERNMENT

Locate Property Information Tool

Property Search By:

- Parcel Number
- Owner Name
- Address
- Subdivision

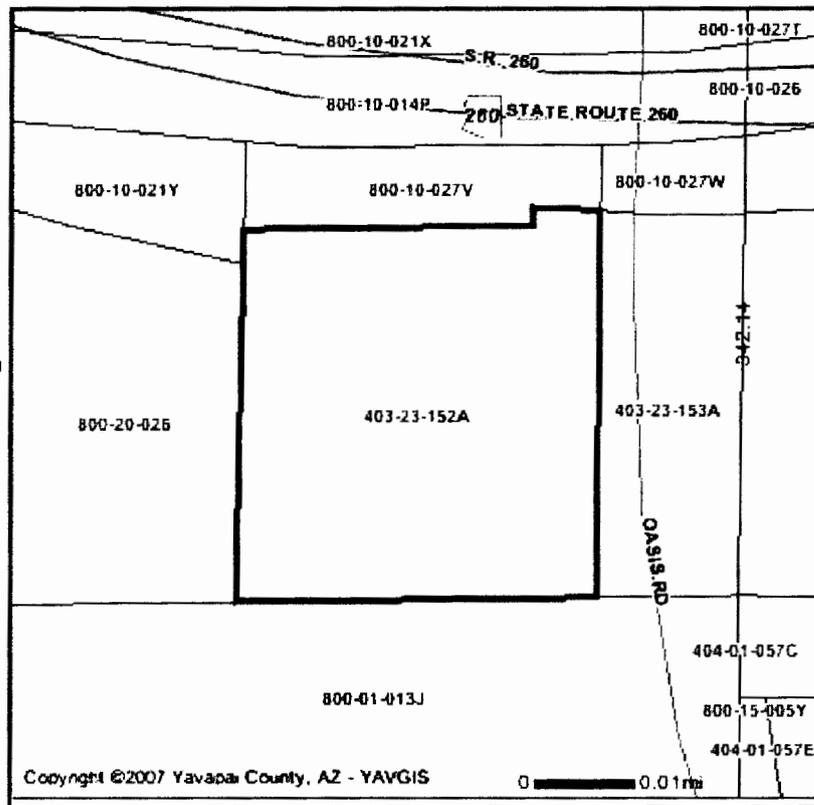
Map Options

- Map Aerial
- Size Photo
- S

Map Scale

1:1678

[Refresh](#)



Parcel ID **Check Digit**

403-23-152A 4

Print This Information

View Comparables

Buffer this parcel

Owner Information

Owner (Primary)

TOWN OF CAMP VERDE

Owner (Secondary)

N/A

? Field Descriptions ->

Mailing Address

473 S MAIN ST #102

City

CAMP VERDE

State

AZ

Zip

86322

Recorded Date

N/A

Last Transfer Doc Docket

N/A

Last Transfer Doc Page

N/A

Parcel Information

Physical Address

.

Incorporated Area

TOWN OF CAMP VERDE

DOR Acres

2.97

Subdivision

N/A

Type

N/A

School District

CAMP VERDE SD #28

Fire District

CAMP VERDE FD

Improvements (0)

Type

Total Fl.Area

Const. Yr

No Improvements to Report

Values

2008 Full Cash Value

\$114,500

2007 Full Cash Value

\$62,500

2008 Assessment Ratio

16

2008 Net Assessed Full Cash Value

\$0

Taxes

2007 Taxes Billed

\$0

2006 Taxes Billed

\$0

[View detailed tax info ->](#)

Recent Sale Information

No recent sales to report

Date

Sale Amount

2008 Limited Value

\$63,334

2007 Limited Value

\$46,278

2008 Legal Class

AG/Vacant Land/Non-Profit-Real Property & Improvements

2008 Net Assessed Limited Value

\$0

YAVAPAI COUNTY GOVERNMENT

Locate Property Information Tool

Property Search By:

- Parcel Number
- Owner Name
- Address
- Subdivision

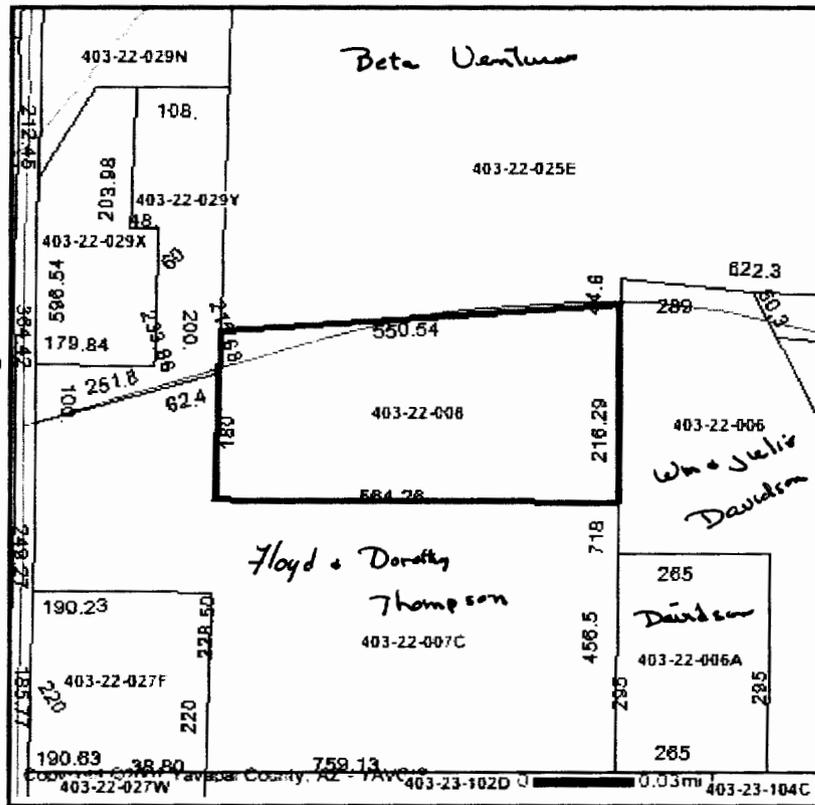
Map Options

- Map
- Aerial
- Size
- Photo

Map Scale

1: 3374

Refresh



Parcel ID **Check Digit**

403-22-008 8

Print This Information

View Comparables

Buffer this parcel

Owner Information

Owner (Primary)

COTTONWOOD CONGREGATION JEHOVAHS WITNESS

Owner (Secondary)

COTE DAVID & KRAUSE GILBERT D & PELTON RANDALL J TRUSTEES

? Field Descriptions ->

Mailing Address

980 N PRICKLY PEAR ST

City

COTTONWOOD

State

AZ

Zip

86326

Recorded Date

9/20/2004

Last Transfer Doc Docket

4188

Last Transfer Doc Page

573

Parcel Information

Physical Address

1451 W PETERSON RD .

Incorporated Area

TOWN OF CAMP VERDE

DOR Acres

2.55

Subdivision

N/A

Type

N/A

School District

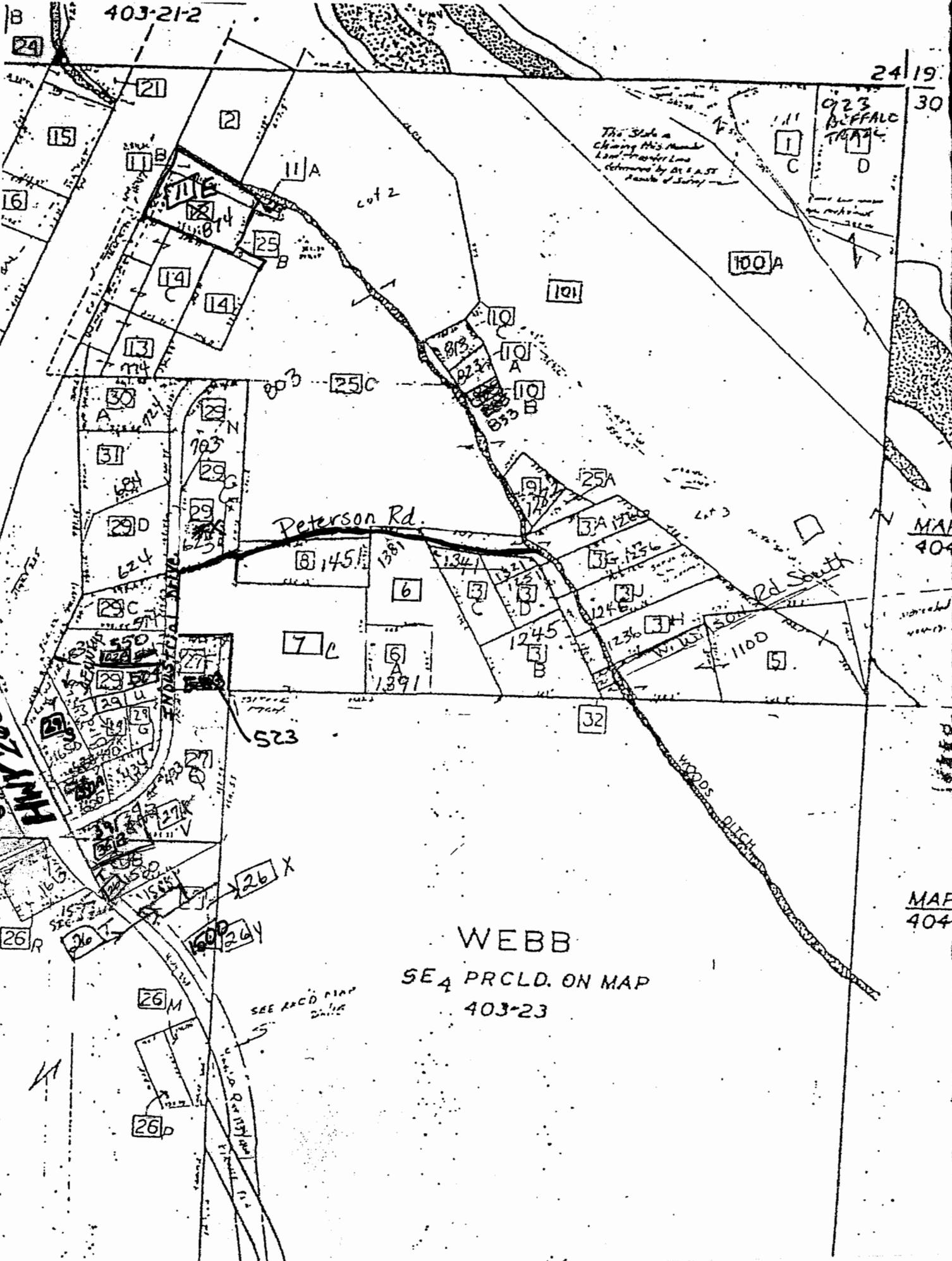
CAMP VERDE SD #28

Fire District

CAMP VERDE FD

Improvements (0)

Type		Total Fl.Area	Const. Yr
No Improvements to Report			
Values			
2008 Full Cash Value		2008 Limited Value	
\$93,237		\$57,154	
2007 Full Cash Value		2007 Limited Value	
\$51,173		\$45,126	
2008 Assessment Ratio		2008 Legal Class	
16		AG/Vacant Land/Non-Profit-Real Property & Improvements	
2008 Net Assessed Full Cash Value		2008 Net Assessed Limited Value	
\$14,918		\$9,144	
Taxes			
2007 Taxes Billed	2006 Taxes Billed		View detailed tax info ->
\$794	\$636		
Recent Sale Information			
Deed Type	Sale Docket	Sale Page	
Other	4188	573	
Date		Sale Amount	
9/1/2004		\$200,000	



403-21-2

24/19 30

0/23 BUFFALO TRAIL

This State is claiming this under Land Transfer Law determined by D.C. & A.S. Parish of Surry

Peterson Rd.

Rd South

Hwy 260

WEBB
SE 4 PRCLD. ON MAP
403-23

SEE RECD MAP 2/1/18

MAP 404

ADDITIONAL INFORMATION

REGULAR SESSION
November 14, 2007

ITEM #12

Analysis of park land acquisition fund resources

Balance @ December 1, 2007	\$1,740,000
Commitments in 07-08 budget	\$160,000
Net funds available for park land purchase	\$1,580,000
Funds required to acquire park (estimate of sale price)	\$2,700,000
shortfall in available funds	-\$1,120,000

In order to acquire the parkland offered by the U.S. Forest Service, we must establish an inter fund loan in the amount of \$1,120,000. In you accept the notion that the accrual of revenue in the parkland acquisition account approximates thirty thousand dollars per month, the payback of the principal borrowed will take no less than 37.3 months. If you factor for lost interest on the funds borrowed, the payback period will be extended. The practical effect associated with borrowing funds is that there will be no funding available for use in constructing parkland improvements other than those budgeted in the 07-08 fiscal year.

One option for you to consider relative to funding park land improvements is to secure Heritage Grant funds or other sources of funding which may be made available through the State of Arizona. There may also be an opportunity to issue bonds for the parkland improvements. I have not studied that option as of the completion of this analysis, hence, I offer no opinion on the feasibility of such an undertaking.

ADDITIONAL INFORMATION

**REGULAR SESSION
NOVEMBER 14, 2007**

ITEM #9

Please provide your own street name recommendation utilizing the criteria as explained above. The Town Council will make the final decision on the new street name based on citizen input and staff recommendation.

SOUTH VERDE PARK DRIVE
EXISTING STREET NAME:

Cemetery ROAD
YOUR PROPOSED NEW STREET NAME

Please return your proposed street name (ON THIS SHEET) in the self addressed & stamped envelope provided.

or

E-Mail us with your proposed street name at jpaulsen@cvaz.org

ADDITIONAL INFORMATION

11-14-2007 REGULAR SESSION

ITEM # 8

TOWN OF CAMP VERDE
Council Agenda Action Form

Meeting Type: Regular

Meeting Date:11/14/2007

Consent: **Executive Session/Confidential:** Type(s) of Presentation: Verbal Only

AGENDA TITLE: (Be Exact):Possible selection of a site for the new library building .

PURPOSE AND BACKGROUND INFORMATION:

STAFF RECOMMENDATION(S): Approve Based on site preparation research, and information presented at the August 8th 2007 council work session, the "Downtown site

Proposed Motion: _____

LIST ALL ATTACHMENTS:

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

- | | | |
|---|---|--|
| <input type="checkbox"/> Acceptance/Approval | <input type="checkbox"/> Agreement/Contract | <input type="checkbox"/> Emergency Clause |
| <input type="checkbox"/> Final Plat | <input type="checkbox"/> Grant Submission | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Liquor/Bingo Application | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Preliminary Plat |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Resolution | <input type="checkbox"/> Special Consideration |
| <input type="checkbox"/> Special/Temp Use Permit | <input type="checkbox"/> Other: | <input type="checkbox"/> Presentation/Report Only |

Finance Director Review

Budgeted/Amount N/A \$NA

Comments:N/A

Fund:

Line Item/:

Submitting Department:Library

Contact Person:Gerard Laurito

Town Manager/Designee: _____

Please Note: You are responsible for checking out, setting up, and returning all special equipment to the Clerk's Office.



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

MEMORANDUM

April 13, 2007

**Yavapai County Flood Control District
Summary of Requirements for Development of APN 404-19-018B
(Parcel is within the Floodway of the Verde River)**

- Per the attached Elevation of Floodplain Property completed by Dugan McDonald, RLS and stamped on 2/28/07; the depth of flow across the parcel was determined to be 2.2 feet; therefore the proposed building would need to be elevated 3.2 feet or more above grade.
- An Arizona Registered Civil Engineer would need to complete a drainage report, site plan and foundation design for the proposed structure in accordance with the Yavapai County Drainage Criteria Manual (Section 4.5). The report need to include the following:
 - No-Rise floodway analysis to demonstrate no changes to the 100-year floodplain water surface elevation or loss of conveyance due to the development. At a minimum, this includes obtaining topographic cross sections and performing hydraulic floodplain modeling. The proposed structure would most likely have to be constructed on piers (open foundation) and be open to flow.
 - Lateral Loading Analysis
 - Impact Loading Analysis
 - Erosion/Scour Hazard Analysis
 - Structural Foundation Design
 - As-Built Survey
- Flood Insurance would most likely be required and would be recommended for the proposed building.



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

COMMERCIAL BUILDING PERMIT REQUIREMENT CHECKLIST FLOOD CONTROL DISTRICT

All submittals must be completed by an Arizona Registered Civil Engineer, unless these details are not required due to site conditions as determined by the Flood Control District. Submittals must meet the requirements outlined in the County's Drainage Criteria Manual.

___ 1. **Off-Site Hydrology.** Need to determine the quantity, the entrance and exit points, and how the flow is to be routed through the site. Historical drainage patterns should be maintained at the property boundaries without adversely impacting neighboring properties.

___ 2. **On-Site Hydrology.** Need to show how drainage is routed away from proposed structures and into proposed drainage facilities. For most commercial developments retention/detention facilities will be required to detail pre minus post development conditions will not increase drainage from the site.

___ 3. **On-Site Hydraulics.** Provide hydraulic calculations for any channels, culverts, storm drains, or street drainage. Floodplain delineations are required for sites with washes with drainage areas greater than 40 acres.

___ 4. **Topography.** Must provide existing and proposed elevation contours for the property. Typical contours intervals are at 1-foot unless otherwise approved by the Flood Control District.

___ 5. **Cross Sections.** Need to show perpendicular cross sections through the site indicating property lines, swales, detention/retention areas, floodplain elevations, finished floor elevations and street details.

___ 6. **Dry Wells.** Provide detail drawings of the dry well and a copy of the well registration with the Arizona Department of Environmental Quality.

___ 7. **Erosion Setback and Scour Depth Analysis.** Provide an analysis per Arizona State Standard 5-96 detailing all proposed developments are outside of any erosion hazard area.

___ 8. **Finished Floor Elevation.** Need to show the finished floor elevations and provide a certification statement, "All finished floor elevations detailed on these plans are free from inundation during the 100-year peak runoff event."

___ 9. **Storm Water Pollution Prevention Plan.** Provide a copy of the Storm water Pollution Prevention Plan for our review. A copy of the Arizona Department of Environmental Quality's Notice of Intent submittal should be provided for our files.

Any questions should be directed to the Flood Control District at (928) 771-3197.

Standards for Critical Facilities/Critical Services

These standards shall be considered the minimum to which “Critical Facilities” and/or “Critical Services” (as defined below) shall conform.

“Critical Facilities” and “Critical Services” are defined to include:

- **Structures or facilities that produce, use or store highly volatile, flammable, explosive, toxic, and/or water-reactive materials.**
- **Hospitals, emergency medical facilities, nursing homes and housing facilities likely to have occupants who may not be sufficiently mobile to avoid injury or death during a flood.**
- **Police stations, fire stations, vehicle and equipment storage facilities, emergency shelters, and emergency operation centers that are needed for flood response activities before, during and after a flood.**
- **Public and private utility facilities, such as power, water (including water provided by an irrigation organization or facility), sewer, wastewater treatment, and communications that are vital to maintaining or restoring normal services to flooded areas before, during and after a flood.**

Critical Facilities and Services are strictly prohibited from being constructed, or for existing facilities improved or repaired by an amount equal or greater than 50% of the pre-improvement/repair market value, within the regulatory floodway, as defined by the Santa Cruz County Floodplain and Erosion Hazard Management Ordinance, No. 2001-03, of any stream, river, wash, arroyo, or waterway. All such uses are strictly prohibited by Section 5.8 of the Ordinance, as the floodway is an extremely hazardous area.

Critical Facilities and Services should not be located in regulatory floodplain. If a Critical Facility/Service must be located in a floodplain, it must be demonstrated that there is either a critical need to locate the Critical Facility/Service within the floodplain, or that there is no suitable alternative site, as determined by a rigorous alternative site evaluation report, performed by an Arizona Registered Professional Civil Engineer. Any such facility or service located within a regulatory floodplain must be protected from the 500-year event flood. Such protection is to include, but not limited to, a finished floor elevation a minimum of one foot above the 500-year water surface elevation, elevated access ramps, utilities and mechanical services, and adequately protected from both lateral and vertical erosion associated with the 500-year flood event.

Improvements and/or repairs to exiting Critical Facilities and Services, by an amount equal or greater than 50% of the pre-improvement/repair market value, must be protected from the 500-year event. Such protection is to include, but not limited to, a finished floor elevation a minimum of one foot above the 500-year water surface elevation, elevated access ramps, utilities and mechanical services, and adequately protected from both lateral and vertical erosion associated with the 500-year flood event.

This Standard conforms with Executive Order No. 11988 of May 24, 1977, appearing at 42 FR 26971, 3 CFR, 1977 Comp., p. 117.



SOUTHWESTERN
ENVIRONMENTAL
CONSULTANTS, INC.

SINCE 1974

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

September 27, 2007

Camp Verde Community Library
Attn: Gerard Laurito, Director
130 Black Bridge Loop Road
Camp Verde, AZ 86322

Re: Floodway Engineering Cost for New Library

Dear Mr. Laurito:

It was a pleasure to meet you and please know that I am willing to answer any questions you or the Town may have. Following is my assessment of the above referenced project.

The re-construction of the Library at its current location will be very challenging. Since the building plans and the floodway engineering are dependant upon each other and must be completed concurrently, costs will be impacted by the particulars of this process. The inherent difficulties of dealing with floodway issues preclude any guarantee of final approval of this project by the County or FEMA.

Depending on the Town of Camp Verde's concept, regulatory agency cooperation with floodway regulations and field conditions, there are different options available for building on the property. The involved agencies may (and have in the past) impose restrictions that may make it economically impractical to build within the floodway. However, even though building within the floodway is adverse to sound floodplain management, the agencies cannot stop anyone from doing so because this would be considered "taking of land". The following are some options for building on this site.

OPTION ONE: Revise the FIRM Map

To comply with regulatory requirements, re-modeling the river (higher definition topography, etc.) along with Black Bridge *may* result in the property being removed from the floodway. However, due to backwater from the river, I believe it will still remain in the floodplain. We could also add fill to the site and remove it completely from the floodplain, but the problem with this is that I can't guarantee where the new location of the floodplain will be until the re-modeling is complete. If we add fill, we must ensure that we do not impact any adjacent properties. Another challenge with this option is that the bridge is designed to only convey the 50-year event with the approaches designed to erode during larger events. We do not want to re-locate the library in this potentially eroded area. However, I believe that the erosion will more likely occur on the opposite side of the river.

Estimated cost of engineering: \$40,000 to \$50,000 +

Growth is inevitable...it's planning that makes the difference.



OPTION TWO: Obtain approval from Yavapai County only.

The following is a list of what is needed to complete this process in order for the County to consider approving the design:

- Site Plan showing the following:
 - Existing Topography
 - Elevations of Finish Floor
 - Electrical Note
 - Scour Layout
 - Foundation Sections
 - Foundation Connections
 - Flow Area Calculations
 - Flow Area Location
 - Base and Regulator Flood Elevations
 - Benchmark Base on YCFCD Benchmarks
 - Floodway Map
 - Manning Area Map
 - Cross-sections
- Floodway Report:
 - Conveyance Calculations
 - 5 Hydraulic Models
 - Project Conditions
 - Design Criteria and Guidelines
 - Scour Calculations
 - Recommended Scour Protection
 - Recommended Solution
 - Required County Statements
 - FEMA Floodway Map
 - HEC-RAS Model Outputs
 - Technical Guidelines
 - Stem Wall & Pier Foundation
 - Calculations to include:
 - ❖ Hydrodynamic Forces
 - ❖ Hydrostatic Forces
 - ❖ Impact Loading Analysis

Items that are not included are site plan, site construction plans, and structural calculation on the building.

Estimated cost of engineering: \$20,000 to \$30,000 +

OPTION THREE: Variation of Option Two but without hydraulic models

There is a very slim chance that a model would not be needed based on the fact that the base flood elevation is below the roadway grade and the bridge approach not eroding out. This would make the library property an ineffective flow area for the Verde River and in my opinion, the impact of the bridge and the building is already accounted for in the FEMA models.

Estimated cost of engineering: \$10,000 to \$20,000 +

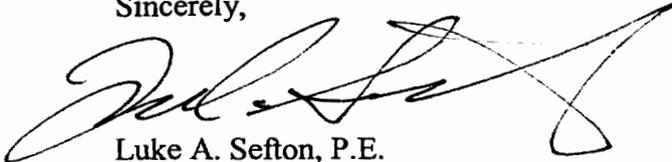
The cost of site improvement for all three options is estimated to be around \$75,000 to \$150,000 for fill and lateral river migration protection. The bridge is very likely controlling the lateral migration. If no fill is used then the cost for the additional stem wall could be around \$70,000 depending on final engineering and building design.

Please note: Another issue that needs to be addressed by the Town is "Critical Facilities". A "library" may or may not be classified as "Critical Facilities" but due to the library being constructed in the floodplain, the Town will need to consult with its attorney and ensure that the building is not designated "Critical Facilities". If it is designated as such, then the finished floor elevation needs to be 1 foot above the 500-year event.

A financial expenditure will need to be made on the floodway engineering and building design before we can even determine if the building can be built at this location. This site presents some difficult issues but there are some good possibilities. Should you choose to proceed with using this site, I highly recommend that your architect, site engineer and floodway engineer work closely together in the process.

Again, the above cost estimates are for pro forma cost only. If you have any questions or need any additional information, please call me at (928) 282-7787, ext. 2013. We look forward to working with you.

Sincerely,



Luke A. Sefton, P.E.
Vice President

Encl.

LAS:bhm