

**Regular Session & Public Hearing
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY, NOVEMBER 9, 2017
6:30 PM**

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

1. Call to Order

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

2. Roll Call

Chairman B.J. Davis, Vice Chairman Teresa Helm, Commissioners, Greg Blue, Bruce George, and Chip Norton were present. Commissioners Dave Freeman and Jim Hisrich were absent.

Also Present

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

3. Pledge of Allegiance

Vice Chairman Helm led the Pledge

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

a. Approval of Minutes:

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

b. Set Next Meeting, Date and Time:

Thursday, December 7, 2017

A motion was made by Commissioner George to accept the consent agenda as presented. The motion was seconded by Commissioner Blue. The motion carried unanimously.

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

No one from the public wanted to speak on items not on the agenda.

6. Public Hearing and Discussion regarding an application, submitted by Carrie Singer, representative for Animal Guardian Network, for a Use Permit for Agri-Tourism in an RR-2A Zoning District (Rural Residential, 2-Acre Minimum Lot Size) to establish an animal sanctuary and healing ranch. The property is located at 2555 N. Arena Del Loma Rd, on Parcel 403-19-007S, in Camp Verde, Yavapai County, Arizona.

Actions:

Declare Public Hearing Open: 6:32 pm

Call for Staff Presentation: Town Planner Melinda Lee

Town Planner Melinda Lee introduced Animal Guardian Network Representative Carrie Singer who was present in the audience. Ms. Singer proposes to establish a long term healing ranch and animal sanctuary on the subject property. Ms. Lee stated there will not be a high influx of animals coming in and out of the property because it is a life-long stay for the animals. The property is 17 acres in size, with adjacent meander land, and would include a care facility, chapel, barns, and pastures.

Ms. Lee reviewed the staff report and adjacent zoning with the commission. Ms. Lee stated this property is already zoned RR-2A, which allows for a Use Permit for Agri-Tourism. Most properties around this property are residential and the General Plan shows a preference for transitioning to a light commercial mix. She stated that this is a good transitional use for this location. Staff supports this project and requests the Commission recommend approval to the Town Council.

Staff recommended a couple of conditions be placed on the Use Permit. The first condition was to allow the applicant to self-manage the animal count on the property, as long as there were no issues from the neighbors. The current ordinance relies on a point system per acre based on the number and type of animal. Additionally, the Town Code only allows 6 dogs per parcel regardless of the size of the parcel. CCD Carmen Howard stated that the Commission could stipulate a review period to see how self-managing is working.

The second condition staff recommended was to restrict vehicular access beyond the entry gate to staff and deliveries and provide pedestrian access to the public for private, prearranged tours. This will help retain the residential nature and keep a rural feel to property.

Chairman Davis reviewed a letter from Mr. Lavonne Turnipseed. Ms. Howard stated the Mayor has already had a conversation with Mr. Turnipseed and has cleared up Mr. Turnipseed's concerns.

Call for Comments from the Public-

Representative Carrie Singer stated the Animal Guardian Network was established in 2009 to provide a better life for senior and special needs animals. The number of animals on the property at one time is based on resources and needs. She would like to offer private tours and have people spend time with the animals and learn about their needs. When asked if Ms. Singer would be providing tours to school children she replied that the animals she takes in are the type that need a quiet environment and school children may be too excited for the type of animals at the sanctuary.

Chairman Davis asked if restricting parking to the front of the acreage a problem. Ms. Singer stated that no this wouldn't be a problem because they operate with set appointments only and could have golf carts pick up visitors at the gate.

Commissioner George asked if the caretaker suite would be an RV. Ms. Singer replied that it would be prefab metal house. The caretaker would live in with the dogs, handling the around-the-clock care and special diets.

Chairman Davis asked what happens when an animal passes away. Ms. Singer stated the animal would be euthanized by a vet service, is taken away with vet, cremated, and the ashes brought back. Pet owners would be able to use the chapel to grieve.

Commissioner Blue welcomed Ms. Singer to the community. He asked about only allowing 6 dogs and asked could the commission allow more. Ms. Howard stated this is one of the recommended stipulations requested by staff, that the animal count be managed by the applicant. Then it could be reviewed to see if it is working after a period of time.

Commissioner Norton stated if the sanctuary creates a nuisance then the Use Permit could be revoked. He prefers to have a review period added to the Use Permit.

Commissioner Blue stated he wouldn't mind approving a larger number of dogs than allowed.

Chairman Davis asked Ms. Singer if she had an idea of how many animals she could take in. Ms. Singer stated that it is all based upon needs. They usually take in animals that have a 1% chance of survival. There was discussion about how the special care given to the animals restricts the number of animals they are able to keep. She currently has 25 older and special needs dogs that are kept indoors and nap most of the time. She added that she has never had a complaint since she started the Organization.

Chairman Davis reviewed the relevant issues expressed on the letter received by Mr. Lavonne Turnipseed.

Robert Myers (neighbor of the property) spoke in support of the application and stated there are not too many neighbors in the area right now, but he can still hear dogs barking throughout the neighborhood. He also stated that there are beavers that live in the river adjacent to the property and javelina who also roam freely. He said animals are a part of the area and was in support of the project.

Barry Church (neighbor of the property) is concerned with number of animals that may be on the property. He doesn't want too many dogs because they bark and smell. Mr. Church voiced his concerns about the applicant self-managing the number of animals housed on the property.

Commissioner Norton stated that with a Use Permit, if there are any nuisances, then the permit could be revoked -- it is permitted for that reason.

Chairman Davis stated that if there are any complaints going forward, neighbors can voice them to the town; if the issue is not resolved, the permit could be revoked.

Animal Guardian Network Representative Ilene Jamison stated that she understands what the neighbors are concerned with, however, the dogs that would be on the property are older and quiet. They are napping dogs and only go outside to do their business and then come back in.

Chairman Davis asked Ms. Singer what she would do if there was a problem dog. Ms. Singer stated that this a hands-on facility and someone is with the dogs at all times. Nuisance barking would not be tolerated.

Randa Clark (neighbor of the property) also stated her concerns about the number of animals and believes there is a regulation on the number of animals for a reason. She also does not feel the applicant should self-manage the amount of animals housed at the facility.

Chairman Davis asked Ms. Singer to estimate how many dogs she may be able to handle. Ms. Singer guessed around 50.

Ms. Howard stated that Ms. Singer has the ability to use the property as a residence with animals and doesn't need a use permit for this use as long as she stays within the count, which is based on a point system per acre. Ms. Singer is asking for a Use Permit to expand the use from current code regulations. If we restrict her now, a revision later would cause her to pay another \$1800.00 to revise her permit. Placing restrictions on her animal counts would make it difficult for her to properly manage the Sanctuary, since the number and types of animals that will be on site will fluctuate. The recommendation is to request a review at a later date to make sure the facility is being managed well.

Chairman Davis asked if Ms. Singer would take in strays or animals that people generally don't want anymore. Ms. Singer stated that this is not "open intake" like a pound, but a sanctuary for animals with special needs or in need of hospice care. If they receive calls about other types of animals, they have resources they use to find placement for them elsewhere.

Karen Church (neighbor of the property) stated just a few horses can be smelly. She worries about flies and the smell.

Commissioner Helm asked if they would be working with the local shelter and animal control. Ms. Singer stated that they will have open communication with them and approximately 1500 organizations.

Commissioner George has problem with allowing 50 dogs and doesn't want to ignore the ordinance.

Commissioner Norton would let Ms. Singer self-manage the number.

Commissioner Helm asked the commission if they would consider a lower number. Maybe approve 35-40 dogs instead of 50.

Call for Staff Rebuttal/Clarification, if appropriate – Staff recommends self-management with a review period.

Declare Public Hearing Closed at 7:32pm

Call for Commission Discussion: None

Call for Staff Comments: None

7. **Possible Recommendation to the Town Council regarding an application, submitted by Carrie Singer, representative for Animal Guardian Network, for a Use Permit for Agri-Tourism in an RR-2A District (Rural Residential, 2-Acre Minimum Lot Size) to establish an animal sanctuary and healing ranch. The property is located at 2555 N. Arena Del Loma Rd, on Parcel 403-19-007S, in Camp Verde, Yavapai County, Arizona.**

Actions:

▪ **Call for Motion**

A motion was made by Commissioner Blue to go by the recommendation by Staff and let Ms. Singer self-manage the number of animals allowed. The motion was seconded by Commissioner Norton.

▪ **Call for Discussion of Motion**

Commissioner George would like to lower the number of dogs to 35 and add an inspection requirement after a 6-month period.

Commissioner Blue believes that 50 dogs will not be running around on their last week of their lives. Hospice care is special, and it takes people of a special caliber to take on this task. He says to think big and make the dogs comfortable.

Commissioner Norton stated if the Commission limits the number of dogs to 35 on Special Use Permit, then if they wanted to have more dogs in the future, they'd have to pay \$1,800 to request an increase. This would be a costly request. He also feels a 6-month review period might not be long enough to tell if it is working or not.

▪ **Call for the Question**

Commissioner Norton withdrew his second so Commissioner Blue could restate the motion. **A motion** made by Commissioner Blue to go by the recommendation of Staff self-managing the animal count and add a review in 12 months. A second was made by Commissioner Norton. Motion failed with 2 yes (Norton & Blue) and 3 no (Davis, Helm & George).

A motion made by Commissioner George to use the current point system for farm animals and allow up to 40 dogs, add a 12 month review, and add a gated entry. The motion was seconded by Vice Chairman Helm. The motion passed unanimously.

8. Discussion, direction to staff, and possible action relating to principal/primary buildings being required on commercial and industrial parcels – Resource: CDD Carmen Howard

CDD Carmen Howard explained that this item was requested by a community member who has a commercial use on a piece of property, but has no primary use building with facilities. Ms. Howard stated that staff doesn't support the use of property without having a primary use, which would be an office with a restroom. There were previous issues with lots being used for storage without such facilities where persons on the property urinate out in the open. Chairman Davis asked if it could be a unisex facility. Ms. Howard said yes but it has to be handicap accessible. Chairman Davis asked if there are other regulations. Ms. Howard stated there is a minimum size according to the Building Code, and it has to be hooked up to septic/sewer, water, and electricity. The Commission could consider requiring a porta john on industrial properties. Residential uses require a primary use, unless it is 2 acres and above. In that case, accessory uses may be placed on the lot to store equipment to maintain the acreage. She added that her concern is whether or not the Town wishes to have open storage lots along the highway.

Ms. Howard stated staff is looking for direction if the Commission wants to amend this code. Chairman Davis and the Commission agreed they do not want this code changed.

9. Discussion, direction to staff, and possible action relating to recreational vehicles as caretakers' quarters with a Temporary Use Permit. – Resource: CDD Carmen Howard

CDD Carmen Howard stated this issue has been resolved.

10. Current Events

Vice Chairman Helm stated that starting Friday, November 10th, from 4pm-7pm the Verde Valley Photographic Society be having an open house exhibit at the library. She invited everyone to stop by.


Commissioner George stated the Old Guys Group have spread trailer loads of mulch at the Animal Impound, to protect dogs' paws during the summer time.

Chairman Davis thanked commissioners for handling the Animal Sanctuary item well.

11. Staff Comments
None

12. Adjournment

A motion was made by Commissioner Blue to adjourn the meeting. The motion was seconded by Commissioner Helm. The **motion** carried unanimously. The meeting was adjourned at 8:03 PM.



Chairman B.J. Davis



CDD Carmen Howard

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the Regular Session & Public Hearing of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 9th day of November 2017. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of November 2017.

Jennifer Reed

Jennifer Reed, Recording Secretary

