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AGENDA



WORK SESSION
MAYOR and COMMON COUNCIL
of the
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
473 S. Main Street, # 106
Wednesday AUGUST 5, 2009
5:00 p.m.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Presentation by town staff, Dava and Associates Inc., and Counts Planning LLC, followed by general discussion pertaining to the comprehensive update of the Town Planning and Zoning Ordinance.
(Staff Resource: Matt Morris)

Adjournment

Posted by: U. Lopez Date/Time: 7-31-09 8:05 a.m.

Note: Pursuant to A.R.S. §38-431.03.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.



**TOWN OF CAMP VERDE
Agenda Action Form**

Meeting Date: August 5, 2009

Meeting Type: Work Session

Consent Agenda **Regular Business**

Reference Document: P & Z Ordinance Update Work Session Memo (July 28, 2009), Draft Work Program Proposal – Prepared by Dava & Associates (July 22, 2009)

Agenda Title (be exact):

Presentation by town staff, Dava and Associates Inc., and Counts Planning LLC, followed by general discussion pertaining to the comprehensive update of the Town Planning and Zoning Ordinance.

Purpose and Background Information:

A draft proposal from Dava and Associates Inc. and Counts Planning LLC, which outlines a comprehensive strategy for evaluating the Town's development guidance system and revision of the Town Planning and Zoning Ordinance, was advanced to the Town Council and Planning and Zoning Commission for their review on July 28, 2009. The purpose of this work session item is to provide an opportunity to discuss the proposal, including any questions or concerns the Council and or community have, and also to provide an opportunity for the Council and Commission to meet both Ms. Dava Hoffman and Mr. Richard Counts. Please review the attached documentation for additional information.

Recommendation (Suggested Motion):

1. N/A.

OR

2.

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund: The recent resignation of the Community Development Director and the refinancing of the Sanitary District loan frees a sufficient amount of funds for the Town to appropriate \$120,000 for fiscal year 2009/10.

Attorney Review: Yes No N/A

Attorney Comments: N/A

Submitting Department: Administration

Contact Person: Michael K. Scannell
Action Report prepared by: M. Morris

MEMORANDUM

To: Mayor and Town Council, Planning and Zoning Commission
From: Michael K. Scannell, Town Manager
CC: Debbie Barber, Town Clerk; Matt Morris, Special Projects Administrator; Mike Jenkins, Senior Planner; Ron Long, Public Works Director
Date: 7/28/2009
Re: P & Z Ordinance Update Work Session (August 5, 2009)

Attached with this memo you will find a proposal from Dava and Associates, which outlines a comprehensive strategy for assessing and updating the Town's zoning codes. In meeting with Mayor Burnside yesterday, we discussed holding a Council work session on August 5th at 5:00 p.m. to review the prepared proposal for completing this critical task. We would like to extend an invitation for each of you to meet with us prior to the August 5th work session for approximately thirty minutes or so to discuss any questions, comments or concerns you may have upon reviewing the attached proposal.

While this issue has been previously reviewed and discussed by the Council, recent events dictate the need to evaluate new opportunities. The objective of updating the Town's zoning codes is the most important and critical challenge currently facing the Town. Furthermore, the complexity and amount of work necessary to complete this task extends well beyond the limits of any one individual. This task requires a multi-disciplinary team, which would include urban planners, engineers, et al., to provide the necessary knowledge and "horsepower" to complete this task. Prior to the resignation of the Town's Community Development Director and to the refinancing of the Sanitary District loan, the Town did not have sufficient resources to appropriate funds for external consulting services. Given the occurrence of the two aforementioned events, the Town now has sufficient funds to retain the services of a highly qualified local consulting team.

The utilization of external resources to augment the good work Town staff is currently doing will facilitate an expedited revision of the zoning codes. As such, we are estimating the entire project, which includes initial evaluation and diagnosis through code drafting and adoption, could be completed in fifteen to eighteen months. Ms. Dava Hoffman and Mr. Richard Counts are both highly recommended by the Arizona Planning Association and their thirty plus years of local experience within the region and familiarity of zoning codes similar to the Town's will be valuable in developing a product which is suitable for the town at a cost markedly less than product produced by big name out-of-state consultants who may be good at what they do, but lack the local experience and knowledge in rural communities similar to Camp Verde.

Please note that it is the collective effort of both Town employees and the consulting firm that will enable the timely completion of this project. Without outside assistance, the timeline could easily double. Furthermore, it is the combination of internal and external staff resources that keep the consulting fees to a minimum. The recent vacancy of the Director position only further accentuates the need for additional staff resources. As such, we have developed a creative strategy that will meet the needs of the Town at this point in time.

In closing, staff has worked diligently to develop a viable strategy to complete the zoning code revisions, and is looking forward to working with you in developing the blueprint which will bridge the ideals and vision of the community to the bricks and mortar that define the built environment of Camp

Verde. The revised zoning codes will serve as the foundation for what will be an improved Town planning and development system which will benefit the community for many years into the future.

We look forward to meeting with each of you. Please contact Carol Brown, via email at cjbrown@campverde-az.gov or telephonically at 567-6631 extension 106, at your earliest convenience to setup a meeting time to discuss any questions, comments and or concerns you have regarding the advanced proposal. Thank you.

DAVA

&

ASSOCIATES, INC.

PLANNING
ENGINEERING
SURVEYING

310 East Union Street
Prescott AZ 86303

(928) 778-7587

FAX: (928) 778-1047
Mail@DavaCivil.com

July 22, 2009

Messrs. Michael Scannell, Ron Long, P.E.
Matt Morris, AICP and Mike Jenkins, AICP
Town of Camp Verde
PO Box 710
473 S. Main Street, Suite 102
Camp Verde, AZ 86322

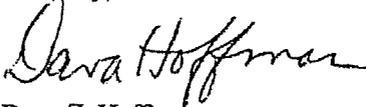
Gentlemen:

A more detailed work program for the Town of Camp Verde Planning and Zoning Ordinance Comprehensive Update has been prepared. It specifies proposed subtasks with examples of work product for each.

Program Tasks are revised somewhat following our conference call, closer integration with Matt Morris' "Diagnosis" paper and Hoffman-Counts discussions. An Introduction has been added. The timeline was modified to acknowledge changes in and connections between Tasks as well as an extended schedule. We are estimating a 15-18 month timeframe and a budget in the \$120-150,000 range -- which may be shown if preferred.

These working draft materials, of course, are subject to further modifications from our deliberations Monday morning, July 27.

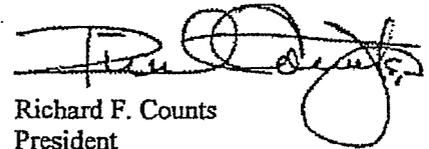
Sincerely,



Dava Z. Hoffman
Rural and Urban Planner
Dava and Associates, Inc.



Gordon Bowers, P.E.
President
Dava and Associates, Inc.
928.778.7587



Richard F. Counts
President
Counts Planning, LLC

RFC/map

Attachment

**TOWN OF CAMP VERDE PLANNING &
ZONING ORDINANCE AND DEVELOPMENT
CODES COMPREHENSIVE UPDATE**

WORK PROGRAM PROPOSAL

The Town recognizes a need to revisit its zoning ordinance, which has grown in patchwork fashion over time, with the intent to create provisions that are adapted to Camp Verde's unique conditions. The result should conform with the adopted General Plan, its goals and objectives.

The consulting team preparing this proposal, Dava & Associates and Counts Planning, recommends from their experience that the updating process should consider -- and unify -- the community's various development codes and standards. A coordinated approach such as this has the dual advantage of eliminating regulatory conflicts and simplifying the land development process.

Comprehensive Development Code documents will coordinate applicable General Plan goals, objectives and policies with a revised, updated Zoning Ordinance as well as other ordinances, provisions and guidelines pertaining to the improvement of real property in Camp Verde. A unified code project typically organizes planning principles in descending order to the most detailed engineering standards and technical specifications.

Three alternative project approaches were described in outline form. Town representatives selected the "Comprehensive Overhaul" option for further detailing by consultants. The proposed program emphasizes public participation. Opportunities to learn, question, express preferences and follow the various aspects of the Code updating process are afforded to all interested, affected persons or groups.

Both civil engineering and land planning expertise combine to work with stakeholders, advisors and municipal officials in achieving the comprehensive update. Particular attention will address: 1) raising local development quality standards; 2) preserving land values; and 3) respecting private ownership rights.

PROGRAM COMPONENTS

Eight major Tasks are designed to produce the Comprehensive Overhaul of Camp Verde's municipal planning and development system. An estimated 15-18 months will be required to complete the project and initiate its implementation.

An outline of Tasks and subtasks describes the intended work program:

TASK ONE. PRELIMINARY RESEARCH AND DIAGNOSIS

This initial task focuses the overall Comprehensive Overhaul staging. After establishing basic working relationships with Town officials, staff and stakeholders, start-up evaluations are completed.

1.1 Kickoff Meeting

An informational meeting addresses and refines the proposed Action Plan. Examples of issues for discussion could be:

- confirm or adjust work plan, timeline
- scheduling meetings
- website posting
- public participation program
- meeting records
- reporting formats
- stakeholders' workshop activities
- Comprehensive Code document organization

1.2 Existing Conditions Evaluation

Field observations, together with documents review, illustrate problems and potentials to consultants. Among subjects to be studied are:

- developed, platted areas and land split areas
- capital improvements (past, future)
- utilities capacities
- public streets vs. private easement roadways
- land use patterns
- growth projections
- public lands and State lands
- constraints/opportunities (floodplains/Verde River/significant terrain features/historic areas)

1.3 Review Planning and Zoning Practice

Zoning, planning and site improvement statistical data, record-keeping and procedural practices help to familiarize consultants with Town administrative, decision-making and workload experience. The following would be of particular interest:

- public meeting/hearing procedures
- case volume (Council, Commission, Board of Adjustment)
- participants' interviews
- identified problem areas

1.4 Code Analysis Matrix

Schematic interrelationship within and among the several code documents are identified in matrix form. A weighting scale could be designed to determine areas requiring revision.

A set of matrices, combined into one would cover:

- zoning framework
- subdivision/land split/residential development standards
- site plan/non-residential standards
- off-site improvements standards
- guidelines (e.g., landscape, design)
- integrate, cross-reference

1.5 Draft Diagnostic Report

Research findings lead to prioritization of key Code Overhaul topics. A preliminary report document highlights proposed study emphasis areas.

The Report, presented to Town leadership and stakeholders offers multiple consultant assessments of existing codes, with ways to improve them. Contents include:

- effectiveness summary
- annotated code outline
- community input suggestions
- areas/subjects of greatest concern ranked
- recommended revision alternatives
- sample provisions, diagrams
- reviewers' feedback form

1.6 Final Diagnostic Report

Refined consultant/staff diagnoses lead to the project's further research, testing and drafting stages.

- distribution to community, interested agencies
- compendium of feedback, comments, suggestions

TASK TWO. STAKEHOLDER/CITIZEN INVOLVEMENT

Community participation begins early in the Comprehensive Overhaul process, through presentations/adoption of code improvements, and, ideally, continues with an active role in the implementation of a new, updated land use guidance system.

The following subtasks are deployed throughout the process; many are included as parts of other Tasks. (See Timeline.)

2.1 Advisory Group Organization

Interested professionals, business/special interest people, technical experts, representatives from civic and neighborhood groups are key players in the code revision process. In addition to individual contacts or interviews, persons with various perspectives on land development (as outlined in the Phase I: Diagnosis; Matt Morris, July 2009) would be asked to lend expertise on two advisory committees:

- Zoning Ordinance Revision Committee (ZORC)
- Zoning Technical Advisory Committee (ZTAC)

2.2 Public Participation Program

An announced schedule for citizen involvement helps encourage community-wide participation. With Planning and Zoning Commission recommendation and Town Council resolution, an open process is assured.

The Program cites activities open to the public, some mentioned elsewhere in this work program as well as other opportunities for comment:

- neighborhood meetings
- public briefings (e.g., Diagnostic Report)
- workshops
- "study units" for code components
- civic or industry group/meetings
- stakeholder contacts, interviews
- website, surveys
- public hearings for code adoption (Council, P&Z)

2.3 Neighborhood Meetings

A series of information-exchange sessions in different Town venues (suggested Fall 2009) helps to identify localized problems and/or sensitive areas to be addressed in the code revision process. Proposed locations (See Phase I: Diagnosis, Matt Morris, July 2009):

- Verde Lakes Clubhouse
- Camp Verde Senior Center
- Camp Verde School District

2.4 Study Units Workshops

The public should be able to question or contribute on all aspects of proposed code revisions. Following an opening orientation meeting as an overview of all Comprehensive Development Code parts, a series of review meetings on each key section offers a manageable approach for stakeholder/citizens (attend those of greatest interest, not too much material in one sitting).

- Zoning Ordinance (2-3 sessions)
- Subdivision/Site Plans
- Engineering Standards

2.5 Pre-Hearing Briefings

Stakeholders and others who wish to testify at code revision public hearings may wish to attend special briefings prior to the official agendas to prepare and coordinate their remarks.

- Planning and Zoning Commission Hearing
- Town Council Hearing

TASK THREE. GENERAL PLAN COORDINATION

This Task begins the Comprehensive Overhaul's project planning phase. Code diagnoses need to be fit into the General Plan context to assure regulatory consistency with Town land development policy.

3.1 Goals Outline

Codes should conform to the adopted General Plan. Regulatory relief, also, may promote types of development called for in the Plan.

- identify Plan Goals (objectives, policies) pertaining to land use regulations
- evaluate ways codes could better implement the Plan
- prepare prioritized list of possible code incentives or streamlining

3.2 Growth Patterns

Future growth potential may be guided positively to promote landowners' profitable use of their property and, also, result in the Town's desired balance of business, jobs and housing. Some growth forecasting exercises may provide guidance for more incisive development code improvements:

- buildout projections
- estimates of current/future acreages by use type
- infrastructure improvement, expansion needs
- environmental sensitivity
- other (such as resource efficiencies)

3.3 Code Integration with General Plan

Agreement between municipal ordinance and the Plan helps to insure the legal defensibility of local land use controls. For example, the project may address ways in which property rights could be enhanced (as incentives for development) while avoiding "taking" challenges prohibited by Proposition 207.

Pre-drafting preparation includes:

- stakeholder workshops
- review legislation, case law, other communities' regulatory updates

TASK FOUR. COMPREHENSIVE CODE ORGANIZATION

Formatting the Camp Verde Comprehensive Development Code establishes a flow of regulations and guidelines from the broadest principles, the General Plan, through increasingly detailed references for shaping the Town's desired development. The Code, in all its parts, is intended to correlate requirements, expectations and preferences for achieving the community's future vision.

Zoning model research continues throughout this Task -- from recent planning literature and other jurisdictions' innovations. Proposed changes or additions to Camp Verde's land use provisions can be cataloged for community review and discussion.

4.1 Code Organization Overview

A complete outline, encompassing the documents and other subject matter to be included in the Code, suggests the proposed sub-parts for full community review and discussion. An illustrative listing, from general to specific, might be:

- General Plan
- Zoning Ordinance
- Subdivision Code
- Engineering Improvement Standards
- Site Plan Review
- Design Guidelines

4.2 Zoning Components

Portions of the current zoning code receive thorough analysis and are annotated for public participation study units. Typical review topics:

- Districts
- Regulatory Standards
 - General
 - by District
 - Overlay Districts
- Use permits/Special permits
- Non-conforming Uses
- Definitions
- Administrative Procedures
- Decision-making
 - Commission
 - Town Council
 - Board of Adjustment
- Enforcement and Penalty

4.3 Related Codes/Specifications

The Comprehensive Code's other regulations, engineering standards and specifications are similarly annotated for review, preparing for drafting updated requirements in written and/or graphic form. Examples:

- Street Cross-sections, grades and standards
- Utility easements
- Drainage specifications
- Sidewalks, Trails
- Landscaping
- Open Space
- Architectural/site design

4.4 Comprehensive Code Preview

Preliminary draft results, illustrating potential code approaches with sample provisions, are tested with stakeholders and citizens. Feedback is solicited through surveys and discussion. Consultants provide:

- Support Materials
 - participant packets
 - graphics, exhibits
- Preliminary Recommendations
 - optional approaches
 - eliminating conflicts
 - suggestions for streamlining
- Town Briefings
 - Town Council, Planning Commission
 - Public Workshop

TASK FIVE. PROJECT PLANNING DIRECTION

Following the unified code's early evolution with preliminary community reactions, the project turns toward positioning for follow-through on diagnosed regulatory needs. This Task exercise establishes teamwork to maintain support for necessary code revisions.

5.1 Council/Commission Retreat

A joint work study session/retreat intends to obtain reactions or suggestions pertaining to the project's preliminary findings.

- points of emphasis
- concerns, advice

5.2 Code Revision Priorities

Critical issues revealed during diagnostic assessments deserve a high degree of attention. Special concerns should be addressed, such as:

- negative land use impacts
- assuring reasonable, flexible use of private property
- geographical location (terrain problem areas; growth potential areas)

5.3 Stakeholders' Buy-In

Entities most likely to be affected by the Comprehensive Overhaul are solicited for their support. They are encouraged to recommend ways that code revisions can benefit economic and other interests.

- property owners
- developers, builders
- design professionals
- financial institutions
- other

5.4 Advisory Committees' Commentary

ZORC and ZTAC members draw on their insights to improve codes from "insiders' " perspectives.

- ideas for public workshop studies (subtasks 2.4, 6.2)
- incorporate awareness of new construction techniques, materials
- response to Town staff issues

TASK SIX. COMPREHENSIVE CODE DRAFTING

The "Zoning Repair and Reorganization" phase entails significant rearrangement, cross-referencing and rewrite of the Town's development guidance system criteria. The objective is to coordinate the regulations, language and terminology so as to avoid conflicts among the various Code provisions. However, where feasible, time-tested provisions with which citizens are familiar should be retained rather than changing for change sake.

6.1 Assignments

Code drafters obtain regulatory rationale from various expert sources.

- Planning
- Engineering
- Design
- Multidisciplinary

6.2 Community Preferences

Alternative regulatory approaches most appealing to citizens/stakeholders may be adjusted into appropriate development guidance documents.

- survey responses
- workshop participation
- submitted, proposed language

6.3 Revisions

Specific work plans address all Comprehensive Code aspects:

- Zoning Ordinance
 - districts
 - district regulation
 - special permit, use permit
 - general requirements
 - accessory uses
 - administration
 - definitions
 - procedures/amendments
- Subdivision code
 - sketch plan
 - preliminary plat
 - final plat
 - off-site improvements
 - financial assurances
 - recordation/amendment
 - procedures
- Site Plan Review
 - commercial
 - industrial
 - mixed use/masterplans

- Engineering Standards
 - streets and roadway easements
 - grading and drainage
 - water
 - sewer/sanitation
 - public utility easements
 - trails, sidewalks
 - slopes
- Other Specifications and Guidelines
 - landscaping
 - signs
 - design guidelines
 - parking
 - related ordinance provisions (i.e., lighting, animal husbandry, wireless communications, adult businesses)

6.4 Draft Presentation

Upon completion of the Comprehensive Code draft, the entire code spectrum becomes available for public evaluation.

- website, hard copies (e.g., Town Hall, Senior Center)
- informal presentations by consultants, staff
- arranged discussions of sensitive issues

6.5 Review Period

A period to revisit and solicit critiques from other jurisdictions and agencies as well as local interest is recommended at the conclusion of this Task as a bridge to the project's Adoption/Implementation phase.

- distribute invitations to comment
- Comprehensive Code with background materials on web
- collect responses for consideration during strategic planning and public hearing deliberations

TASK SEVEN. STRATEGIC PROGRAMMING

As Code refinements are being addressed during the Review Period (subtask 6.5), preparations may be undertaken to assure community support and the practical effectiveness of the project. Staging a series of positive steps primes the Town for hearings, Code adoption and implementation.

7.1 Project Mobilization

Town Council, Planning and Zoning Commission, Advisory Committees and other invitees, as may be desired, convene to consider ways immediately to apply the improved flexibility and creativity in development. Points of emphasis could be:

- durable, quality improvements
- expanded and protected property rights
- regulatory relief

7.2 Economic Development Opportunities

Project goals should highlight economic advantages that may be enjoyed by Camp Verde citizens, business people, land owners, developers and Town government such as:

- streamlining construction
- encouraging employment
- variety of housing types
- public/private partnerships

7.3 Strategic Plan

A summary report, as introduction to the unified Code documents, outlines potential, immediate benefits attainable by adopting the positive development approach. Examples might include:

- infrastructure coordination (e.g., Capital Improvement Program)
- positioning the Town for seeking Federal stimulus grants
- achieving municipal sustainability

TASK EIGHT. ADOPTION/IMPLEMENTATION

An open, methodical process allows ample opportunity for understanding commenting on and beginning to use the new, coordinated development system components.

8.1 Comprehensive Code Presentation

Work study sessions may precede duly-noticed public hearings. All proposed documents, with explanatory memoranda, are made available on the website and in hard copy for viewing at several locations in Town. Other preparations, for instance, are meant to inform all interested persons or groups:

- summary of comments from the review period
- stakeholder briefings (subtask 2.5)
- work study materials, sessions

8.2 Code Adoption Hearings

Consultants, with Advisory Committees and staff input, present the revised Zoning Ordinance and all related, unified Code components.

- Planning and Zoning Commission Hearing
- Town Council Hearing

8.3 Comprehensive Code Implementation

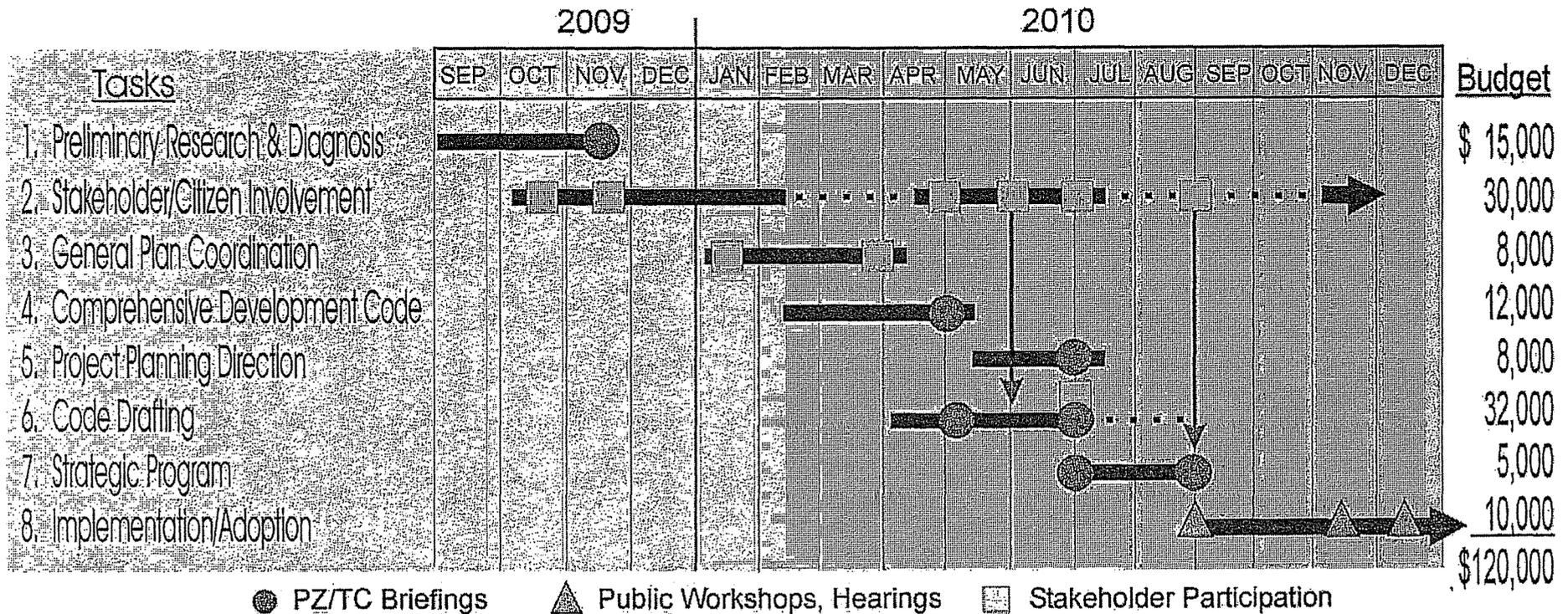
Follow-through activities should address, as necessary, such additional steps as:

- forms, checklists
- administrative streamlining
- General Plan Amendments

Town of Camp Verde

COMPREHENSIVE DEVELOPMENT CODE OVERHAUL

Timeline and Budget Estimates



Budget and timeline extensions, subject to Town approval, may be necessary.

DAVA Z. HOFFMAN

PRINCIPAL RURAL & URBAN PLANNER, ZONING SPECIALIST, LAND PLANNER

EXPERIENCE:

1981–Present: Rural and Urban Planner of Dava & Associates, Inc., a land planning, engineering and surveying firm headquartered in Prescott, Arizona, since 1981. With lengthy professional experience, Dava Hoffman's primary duties include all aspects of project management and coordination for public and private sector studies.

Former and current planning consultant work includes that for the cities and towns of Dewey-Humboldt, Prescott, Prescott Valley, Chino Valley, Mesa, Phoenix, Wickenburg, St. Johns, Springerville, Lake Havasu City, Payson, Guadalupe, and Tolleson, as well as for Yavapai and Pinal Counties. Mrs. Hoffman's public sector services include comprehensive city, town, rural community and county plans, including an Arizona Planning Association award-winning General Plan for the Town of Prescott Valley and the Lower Oak Creek State Park Plan for the State of Arizona. Mrs. Hoffman's career entails the authoring of entire and partial numerous zoning and subdivision regulations throughout the State: Tempe, Mesa, Wickenburg, Tolleson, Guadalupe, Prescott, Prescott Valley, Springerville, Dewey-Humboldt and Payson.

In the private sector, Mrs. Hoffman's skills include land planning ranging from small parcel site plans to large masterplanned communities and from residential to commercial land uses. Mrs. Hoffman's experience involved feasibility studies, surveys, and consultation to private and public entities. She maintains an important role in communications with public agencies through her role as planning consultant to local governments.

1978-1981: As Manager of Willdan Associates' Prescott Office, Mrs. Hoffman's primary duties included all aspects of engineering management and land planning for private development, including zoning representation, subdivision planning and supervision of engineering design and construction plans; municipal planning for cities and counties in comprehensive plans, zoning, and subdivision ordinances for the Towns of Guadalupe, Goodyear and Avondale; planning for cultural and urban design assignments, including Yavapai County Cultural Needs and Resources Study.

1976-1978: Director of Planning and Zoning for the City of Prescott. Primary duties included executive management of local government department of planning and zoning; administration and enforcement of all subdivision, zoning, and airport zoning codes, including authoring a City sign ordinance and modifications to other parts of the zoning and subdivision codes; comprehensive City planning; implementation of historical conservation and design review district planning; downtown revitalization and programming; Federal funding application and administration; coordination and technical counseling to public agencies, boards, commissions, and citizen committees; and coordination with County, State and Federal bureaus of government.

1972-1976: Four years with the City of Tempe as Planner II. Primary duties included City planning and zoning supervision, including authoring the new City zoning ordinance; subdivision designing and research of planning studies, including updating the Tempe General Plan and Downtown Tempe Plan; and coordination and technical counseling to Planning Commission, City Council, and other judicial boards and agencies.

DAVA & ASSOCIATES, INC.

PLANNING • ENGINEERING • SURVEYING

AWARDS: 2007 Governor's Excellence in Rural Development Award, Community Planning Development, Verde Valley Partnership Regional Land Use Plan
Arizona Planning Association, Honorable Mention Regional Plan, Yavapai County Verde Valley Regional Land Use Plan, 2007
Prescott Area Leadership Award, 1995
Arizona Planning Association Best Comprehensive/General Plan Award for the Town of Prescott Valley, General Plan and Implementation Guide, 1994
Arizona Planning Association Presidential Citation for 1993 Arizona Planning Conference
Arizona Planning Association State Masterplan Award for Lower Oak Creek State Park Master Plan, Sedona, 1984
American Planning Association National Masterplan Award for Lower Oak Creek State Park Master Plan, Sedona, 1984

EDUCATION: Bachelor of Design, Department of Architecture and Fine Arts, University of Florida
Master of Arts, Arizona State University

MEMBERSHIPS & PRESENTATIONS:

Yavapai County Sustainable Planning Committee, member 2007 -2009
Prescott Mayor's Water Conservation Committee, Chairman, 2004-2007
Facilitator, Verde Valley Regional Land Use Plan Workshops/Public Meetings, 2005-2006
Facilitator, Tolleson General Plan Workshops/Public Meetings, 2003-2005
Facilitator, Yavapai County General Plan Workshops/Public meetings, 2001-2003
Facilitator, Wickenburg General Plan Workshops/Public Meetings, 2002-2003
Arizona Department of Water Resources, Technical Advisory Committee, 2000-2002
2020 Forum, Co-founder/Facilitator, 1989-98
Prescott General Plan Steering Committee, 1989-90, 1995-96
Prescott Downtown Design Group, Steering Committee, 1993-94
City of Prescott Strategic Planning Committee, Member, 1993-94
Prescott Valley General Plan, Project Manager, 1993-94
Yavapai County Subdivision Ordinance Review Committee, 1992-93
City of Prescott Whipple-Montezuma Corridor Study Committee, 1992
Downtown Prescott Planning Charette, Project Manager, 1990
American Planning Association, Arizona Chapter, 1972 to present; Legislative Committee, 1987, 1989;
Vice President of Conference, 1993; Presenter/Facilitator, 1976 to present
Mayor's Downtown Advisory Committee, Chairman, 1991
Prescott Chamber of Commerce, President, 1988; Board of Directors, 1984-89
Presenter, Department of Commerce, 1976 to present
Prescott Area Leadership, Charter Steering Committee, 1991; Program Leader, 1991-93, 1997
Downtown Prescott Association, Advisory Board, 1989-92
Prescott Area Economic Development Seminar, Chamber of Commerce, 1988
Arizona Technical Advisory Program Committee, Arizona, State Department of Commerce, 1985-86
Prescott Town Hall: 1980, 1981, 1985, 1988; Group Leader, 1986, 1992, 1995
Kingman Town Hall, Facilitator, 1991, 1993
Prescott Area Update Growth Information Seminar & Regional Sanitation & Waste Water Treatment Seminar, Prescott Chamber of Commerce, 1986
Governor's Task Force on Historic Building Code, Phoenix, 1984-85 & Historic Preservation, Phoenix, 1980-81
Lower Oak Creek State Park, Sedona, Participant for State Parks Department and State Trust Lands Department, 1984
Prescott City Council's Task Force on Energy and Resource Conservation, Chairman, 1981-85
Presenter on State Urban Lands Planning, Flagstaff, 1980, for Governor's Commission on Arizona Environment

DAVA & ASSOCIATES, INC.

PLANNING • ENGINEERING • SURVEYING

Presenter on Downtown Revitalization, Casa Grande for OEPAD, May 1981
Planning Association of Arizona, Secretary and Vice President, 1976-82

COUNTS PLANNING

RICHARD F. COUNTS

As Principal of the firm's operations, Rick Counts has specialized in and taken personal charge of Growing Smarter planning projects in Arizona since the new legislation planning initiative was introduced more than a decade ago. He assisted with the first adopted Growing Smarter Plan in Arizona (Show Low), and has helped formulate dozens of communities' first or updated General Plans.

Mr. Counts currently provides planning and zoning services through his own consulting firm. Formerly, he was Vice President of Community Sciences Corporation for more than thirteen years and directed the Gruen Associates' Phoenix office for eight years. He has more than thirty years' experience in project management and hands-on applications in public plan development, translation of goals into action programs, definition of plan options, land use regulation, and implementation feasibility analysis. Prior to entering private consulting, Mr. Counts served as Planning Director and as Zoning Administrator for the City of Phoenix.

Specializing in innovative land development guidance techniques, Mr. Counts advises public officials and landowners on a variety of subjects pertaining to zoning, subdivision and unified municipal codes, development potential, community image, process evaluation, and infrastructure finance. He has directed planning studies for a variety of public and private clients including work for: Rio Rancho, Gallup, Farmington and Los Alamos, New Mexico; Mancos and Cortez, Colorado; Henderson, Nevada; and Arizona communities such as Dewey-Humboldt, Glendale, Willcox, Winslow, Benson, Show Low, Marana, Cave Creek, Clarkdale, Goodyear, Apache Junction, Litchfield Park, Avondale, Phoenix, Colorado City, Yuma, Oro Valley, and Queen Creek, the Arizona State Land Department and Attorney General's Office as well as many landowners and developers.

Counts' General/Comprehensive Plan experience includes completed assignments for Town of Dewey-Humboldt (co-consultants, 2009); City of Chandler (2008); Town of Snowflake (2007); City of Show Low (Update 2006-07; 1999-2000); Verde Valley (co-consultants, 2005-06); City of Holbrook (2005); City of Litchfield Park (updated 2004; 2000-01); in addition to these older projects: McKinley County, NM (2003); Town of Wickenburg (2003); City of Williams (2003); City of Willcox (2002), City of Winslow (2002); City of Glendale (2001-2002); Yavapai County (co-consultants, 2001-02); City of Benson (co-consultants, 2001-02); Rio Rancho (NM) Land Use/Fiscal Analysis (2001); Town of Buckeye Growing Smarter Elements (2000-01); and many others.

Mr. Counts has a Juris Doctor degree from University of Chicago School of Law and a Bachelor of Arts from Williams College.

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