

**MINUTES**  
**BOARD OF ADJUSTMENTS AND APPEALS**  
**Regular Session**  
**TOWN OF CAMP VERDE**  
**COUNCIL CHAMBERS**  
**TUESDAY, JULY 13, 2010**  
**3:00 PM**

Minutes are a summary of the actions taken. They are not verbatim.  
Public input is placed after Board motions to facilitate future research.  
Public input, where appropriate, is heard prior to the motion

**1. Call to Order**

The meeting was called to order at 3:00 p.m.

**2. Roll Call**

Chairperson Roddan, Vice Chairperson Stevens, Board Members Bullard Sr., Bullard Jr., and Lichty were present.

**Also Present:** Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, and Recording Secretary Margaret Harper.

**3. Pledge of Allegiance**

The Pledge was led by Stevens.

Following the Pledge of Allegiance, Chairperson Roddan addressed Item 6 next as a courtesy to the new member, and to advise the Board of the two existing vacancies following the recent resignation of Member Bonham and the resignation just received from Member Reddell.

**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 the Board so requests.**

**a. Set Next Meeting, Date and Time**

As Needed

**b. Approval of Minutes**

April 13, 2010 Special Session

On a motion by Bullard, Sr., seconded by Stevens, the Consent Agenda was approved as presented.

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

There was no public input.

**6. Introduction of new Board Member Mr. Murray Lichty.**

Chairperson Roddan welcomed new Board Member Murray Lichty, and commented on his impressive professional engineering background. Murray explained that he primarily had been involved in the defense industry, supplying equipment to the military. He added that he had enjoyed a second career as an official in car racing; his hobby is hot-rodding.

Asst. Planner Owens said that following Lichty's appointment she had met with him to brief him on the procedures and duties of the Board. Owens also announced with regret the resignation received from John Reddell just prior to the meeting; the Board agreed that he will be sorely missed.

**7. Discussion of Use Permits their purpose and function.**

There was no action taken.

Owens gave a Power Point presentation on Use Permits as part of the ongoing cross-training sessions developed to familiarize the Board and the Planning & Zoning Commission with issues that each of those bodies hear and are requested to consider or act upon pursuant to their respective duties and responsibilities. The presentation included detailed information on the purpose of Use Permits and the zoning districts that permit them pursuant to the Town Code. During the presentation, Owens cited examples of requests for Use Permits, their restrictions and special provisions to be observed and followed by applicants. Owens also pointed out the responsibilities of the Planning & Zoning Commission and the Board of Adjustments and Appeals, in that the P&Z Commission only makes recommendations to the Council for approval or denial, whereas the Board makes final decisions that can only be appealed to the Superior Court.

For further clarification, the members reviewed in detail the information presented by Owens, with input from Jenkins, following the presentation, including a discussion on the history of existing non-conforming properties and uses. Also reviewed was the similarity of the role of the Board hearing a matter to an actual courtroom proceeding.

**8. Staff Report**

Owens said that it is important to try to fill the vacancies on the Board, and encouraged the others to recruit interested and qualified persons.

**9. Board Informational Reports:**

There were no Board informational reports.

**10. Adjournment**

On a motion by Bullard, Sr., seconded by Lichy, the meeting was adjourned at 3.48 p.m.

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Al Roddan, Chairperson

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Planning & Zoning Division

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Board of Adjustments and Appeals of the Town of Camp Verde during the Regular Session held on the 13<sup>th</sup> day of July 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

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Margaret Harper, Recording Secretary