

DRAFT MINUTES
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, MAY 2, 2019
6:30 PM

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 Norton called the meeting to order at 6:30 p.m.

2. Roll Call

Chairman Chip Norton, Vice Chairman Bruce George, Commissioners: Mike Hough, Greg Blue, Jackie Baker, Cris McPhail and Steve Vanlandingham are present.

Also Present

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

3. Pledge of Allegiance

Commissioner Baker 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:

February 7, 2019 – Regular Session

B. Set Next Meeting, Date and Time:

June 6, 2019

Chairman Norton noted some corrections to the February 7th meeting. 1) The numbering for each item was off, 2) Under Item 14 it should read, "**Motion** was made by Commissioner Blue to adjourn the meeting. Second was made by Commissioner Baker. **Motion** carried unanimously with Chairman Norton, Vice Chairman George, Commissioners Baker, Blue, McPhail, Hough and Vanlandingham approving. Meeting was adjourned at 6:12 PM".

Commissioner George noted a correction in the same minutes, Item 9, the motion should list Commissioner George as abstaining.

Motion was made by Commissioner Blue to accept the minutes of February 7, 2019 with corrections. Second was made by Commissioner McPhail. Chairman Norton stated that the motion should be made to approve the consent agenda with the corrections to the minutes. **Motion** was made by Commissioner Baker to accept the consent agenda with the corrections to the minutes of February 7, 2019. Second was made by Commissioner McPhail. **Motion** carried unanimously with Chairman Norton, Vice Chairman George, Commissioners Blue, McPhail, Hough, Baker and Vanlandingham approving.

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

Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.

No public comments were made.

6. Public Hearing Items:

Public Hearing, Discussion, and Possible Recommendation to the Town Council regarding an application submitted by Dugan McDonald, for a Zoning Map change from RR-2A (Rural Residential, 2-acre minimum lot size) and C3 (Commercial: Heavy Commercial) to a Planned Area Development (PAD) with C2 (Commercial: General Sales & Service) zoning for a proposed mixed-use master planned community. The property is approximately 185 acres, located on the south side of State Route 260 at Aultman Parkway, comprising of parcels 403-15-007B, 403-15-003Q, and 403-15-003R, in Camp Verde, Yavapai County, Arizona.

Declare Actions:

Public Hearing Open at 6:34 pm

Call for Staff Presentation:

Town Planner Melinda Lee stated the applicant Dugan McDonald has submitted a request to rezone 185 acres on the south side of State Route 260, extending from approximately 700 feet west of the Aultman Parkway roundabout to approximately 2300 feet east of it. The proposal is for a Master Planned Community, comprising of residential, commercial, and recreational uses.

The residential component proposes 38 acres of multi-family residential; which aids in fulfilling a need for workforce housing. Multi-family options provide a means for both temporary, transitional housing as well as an option for families that prefer smaller accommodations. The single-family element encompasses 88 acres, providing an opportunity for additional housing options.

The commercial component proposes lodging, dining, and various levels of retail options, to support the region's tourism and recreational outlets. Within the development, there are proposed areas for open space and trail systems to expand outdoor activities for its residents and visitors.

The request involves a zoning map change from the existing rural residential and heavy commercial zoning to a Planned Area Development (PAD) with an underlying zoning district of C2 (general sales and services). This change would provide zoning that supports the various land uses proposed for this community.

If approved, future phases of development would require the processing of development plans, parcel divisions and associated subdivisions.

Application criteria has been met. Ms. Lee stated there has been communications with a couple of agencies: Arizona Dept. of Transportation (ADOT) who contacted the applicant directly to discuss the requirements for access to State Route 260 from the project and Prescott National Forest who expressed their concerns about direct access to adjoining Forest Service land from the development and asked to be apprised of future activity about the project.

She also stated that staff has received no comments from the public regarding this request.

This project is located within the 260 West Character Area. This area currently supports a full range of land uses. The request would enhance the State Route 260 Corridor and it complies with the General Plan, which calls for affordable housing, the promotion of employment opportunities, and commercial components adjacent to the highway. The request also takes advantage of existing highway design and circulation and will provide the extension of utilities to the area that will benefit future projects.

Ms. Lee stated this project encourages the connectivity of trails and development of pedestrian pathways. Its proposed design includes connectivity to the Forest Service land, which already hosts a myriad of trails systems. The community's design also includes internal pedestrian facilities for recreation and to access internal commercial offerings. The conceptual design for the project shows the developer has taken into consideration the overall appearance for the community, to support the Town's vision of southwestern style. The dedication of open space areas; preservation of natural characteristics and scenic view sheds, including communication with the U.S. Forest Service; and to encourage site-built housing.

Ms. Lee showed aerial photos taken by the office drone of the property. She pointed out each area.

Commissioners Blue and George asked if the developer will need a Traffic Impact Analysis (TIA). Community Development Director Carmen Howard stated yes. Commissioner Baker stated that requiring the TIA is disturbing because we have been working with ADOT all along and is disappointed about communication at this late of date.

Commissioner Blue also asked if sewage has been addressed on site or would the Town be extending the sewer lines. Ms. Lee stated the intent to work towards getting a sewer line extension out to the property. Community Development Director Carmen Howard stated Steve Ayers, Economic Development Director, is working on some funding to get sewer lines out there.

Call for Applicant Presentation:

Applicant Dugan McDonald Mr. McDonald thanked the staff for their presentation and is available to answer any questions or address concerns. He stated the initial traffic studies have been done by ADOT, basically have built that into the design already. A TIA is required with commercial development of any kind. The opinion of ADOT staff is they are not going to overwhelm that highway.

Commissioner Baker also asked about the Opportunity Zone investment timeframe, was it 10 or 20 years for tax benefits; also, will the small businesses that will be there get tax incentives to do business? Mr. McDonald stated there will be opportunities and money available for commercial endeavors.

Commissioner Hough asked about the proposed "Western Village" that is noted on the map. Ms. Lee stated that project is a proposed Western Village and RV Park across the highway that is still being considered.

Commissioner George asked if an archeological site study has been done or will there be one done. Mr. McDonald said yes it has been done and have been cleared.

Commissioner Baker in the PAD it states that 25% of the area is preferred to be open space, and she is guessing that the trail system will be part of that. Mr. McDonald stated that there are trail systems between every component of the development, which makes it more of a community situation.

Commissioner Vanlandingham asked if Mr. McDonald owns the property now. Mr. McDonald said yes it is owned by an LLC and he has three partners in the property. Commissioner Vanlandingham asked how the development will be staged for different uses. Mr. McDonald stated the main driver for the development is the needs of the community, and then tried to build different components into community. The elements work in harmony with each other and enhance each other. There is a hotel chain that is interested in the property, a grocery store chain, and housing would start first. They have letters from Yavapai County giving their approval for standard septic systems for the development.

Commissioner Vanlandingham asked what commercial uses are being considered. Mr. McDonald stated there is an RV/Boat Storage Facility proposed where they provide storage, so people don't clutter their yards or have oversized RVs in their driveways. They would also wash and stock RVs with groceries, similar to the houseboat opportunities at Lake Powell. Commissioner Vanlandingham asked if Mr. McDonald has worked with Camp Verde to direct people to shop in Camp Verde and direct traffic to Camp Verde instead of Cottonwood. Mr. McDonald stated he hasn't considered that point yet. His property will provide commercial options for travelers to exit the highway. Commissioner Vanlandingham asked if it would be structured to have enough commercial activity to meet the needs of the majority of the people living there. Mr. McDonald said it is a small step in that direction but isn't the ultimate answer.

Commissioner George asked how many people are expected to live there; Mr. McDonald doesn't have those figures with him but there are about 800 units that are proposed.

Commissioner Baker asked when the project is expected to begin. Mr. McDonald stated that they need the PAD in place with underlying zoning that will allow the proposed subdivisions. Each track would have individual uses and each would be broken up into sections -- this will be easier to work with.

Commissioner Baker hopes there will be good tax incentives. She asked if the proposed homes are site-built homes manufactured homes; Mr. McDonald stated the homes will all be site built.

Call for Comments from the Public: None

Call for Staff and/or Applicant Rebuttal/Clarification, if appropriate: None

Declare Public Hearing Closed at 7:12 pm

Call for Commission Discussion: None

Call for Staff Comments: None

Call for Motion:

Motion was made by Commissioner George to recommend approval of approval of an application for a zoning map change, as requested by the property owner, Dugan McDonald, from RR-2A and C-3 to Planned Area Development (PAD) with C2 zoning, for a Master Planned Community. The property is located on the south side of State Route 260 at Aultman Parkway on parcels 403-15-007B, 403-15-003Q, and 403-15-003R. Second was made by Commissioner Baker.

Call for Discussion of Motion: None

Call for the Question:

Motion carried unanimously with Chairman Norton, Vice Chairman George, Commissioners Blue, McPhail, Hough, Baker and Vanlandingham approving.

7. Current Events

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

None.

8. Staff Comments

Community Development Director Carmen Howard stated the Sign Code will be presented at the June meeting.

9. Adjournment

Motion was made by Commissioner Vanlandingham to adjourn the meeting. Second was made by Commissioner Baker. **Motion** carried unanimously with Chairman Norton, Vice Chairman George, Commissioners Blue, McPhail, Hough, Baker and Vanlandingham approving. Meeting was adjourned at 7:15 PM

Chairman Chip Norton

Carmen Howard, Planning & Zoning

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the Regular Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 2nd day of May 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 2nd day of May 2019.

Jennifer Reed

Jennifer Reed, Recording Secretary