

DRAFT MINUTES
SPECIAL SESSION
PLANNING AND ZONING COMMISSION
473 S. MAIN STREET, SUITE 106
CAMP VERDE, AZ 86322
THURSDAY, DECEMBER 3, 2015 at 6:30 PM

1. Call To Order

Chairman Davis called the meeting to order at 6:30 pm.

2. Roll Call

Chairman B.J. Davis, Vice Chairman Dave Freeman, Commissioners Greg Blue, Jim Hisrich, Bob Burnside, and Chip Norton are present. Commissioner Howard Parrish was absent.

Also Present

Community Development Director Michael Jenkins, Assistant Planner Kendall Welch, and Recording Secretary Saepyol Choe.

3. Pledge Of Allegiance

Commissioner Burnside 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:

November 12, 2015 – General Plan Work Session

b. Set Next Meeting, Date and Time:

As Needed

On a motion by Commissioner Hisrich, seconded by Commissioner Burnside, the Commission voted unanimously to approve the Consent Agenda.

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.)

There was no public input.

6. Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Use Permit 20150310, an application submitted by Mr. Philip Moreau, managing member of the Verde River RV Resort - Sedona LLC, owner of parcels 403-19-205 which is 11.46 acres, 403-19-013H which is 3.7 acres, 403-19-013J which is 9.29 acres, 403-19-207 which is 1.81 acres, 403-19-013Q which is 2.46 acres, for a total of 28.72 acres located at 1472 W Horseshoe Bend Drive in Camp Verde, Yavapai County, Arizona. The property owner is requesting an amended Use Permit, in perpetuity, for all parcels, for the Verde River RV Resort, formerly known as the Camp Verde RV Resort, which will consist of one hundred fifty (150) RV sites, three (3) bath houses, one (1) operations/reception center, one (1) recreation building, one (1) maintenance building, one (1) propane fill station, one (1) pump station, one (1) wastewater treatment plant, one (1) elevated spa, one (1) miniature golf area, two (2) dog parks, two (2) pickle ball courts, one (1) playground with basketball court, one (1) horseshoe pits, and one (1) additional well. A Recreational Vehicle Park is an allowed use under the R-R (Residential-Rural) District in the current Planning & Zoning Ordinance with a Use Permit.

On a motion by Commissioner Burnside, seconded by Commissioner Blue, the Commission voted unanimously to approve Use Permit 20150310, an application submitted by Mr. Philip Moreau, managing member of the Verde River RV Resort - Sedona LLC, owner of parcels 403-19-205 which is 11.46 acres, 403-19-013H which is 3.7 acres, 403-19-013J which is 9.29 acres, 403-19-207 which is 1.81 acres, 403-19-013Q which is 2.46 acres, for a total of 28.72 acres located at

1472 W Horseshoe Bend Drive in Camp Verde, Yavapai County, Arizona. The property owner is requesting an amended Use Permit, in perpetuity, for all parcels, for the Verde River RV Resort, formerly known as the Camp Verde RV Resort, which will consist of one hundred fifty (150) RV sites, three (3) bath houses, one (1) operations/reception center, one (1) recreation building, one (1) maintenance building, one (1) propane fill station, one (1) pump station, one (1) wastewater treatment plant **or other approved sanitary system as approved by the Yavapai County Environmental Services Unit**, one (1) elevated spa, one (1) miniature golf area, two (2) dog parks, two (2) pickle ball courts, one (1) playground with basketball court, one (1) horseshoe pits, and one (1) additional well. A Recreational Vehicle Park is an allowed use under the R-R (Residential-Rural) District in the current Planning & Zoning Ordinance with a Use Permit.

STAFF PRESENTATION

Community Development Director Michael Jenkins presented the staff report contained in the agenda packet. The applicant is seeking a reduction in the number of approved RV sites from 306 to 150, adding three new auxiliary buildings, adding numerous recreational amenities and completing a comprehensive infrastructure overhaul. Jenkins explained that as part of the comprehensive infrastructure overhaul Mr. Moreau is currently considering whether or not it would be cost effective to build an onsite wastewater treatment plant or to build approximately 4,000 feet of sewer line from the end of Dickinson Circle in order to connect to the Town's sewer system.

Commissioner Burnside asked for clarification regarding the Fire Marshal's requirements of "an approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings, or portions of buildings are hereafter constructed or moved into or within the jurisdiction. (Water flows are based on building construction type and square footage.)" After clarification of the comment, Commissioner Burnside requested his concern be noted about the current wording of IFC 507.1.

Chairman Davis requested to see a copy of the flood map in relation to this property. Commissioner Norton asked Community Development Director Michael Jenkins to clarify the sewer and onsite wastewater treatment plant options.

Commissioner Burnside asked for clarification of Yavapai County Flood Control's comment "Any proposed new electric lines must be located above Regulatory Flood elevations. It is recommended that a master shut off switch be made available." Community Development Director Michael Jenkins stated that there is an exemption in our current ordinance in regards to underground utility lines that the applicant may meet. Jenkins also stated that the applicant may be able to achieve compliance with Yavapai County Flood Control, as well as the Town's requirements with waterproof underground electric lines.

Commissioner Hisrich asked for clarification regarding the term "road ready". Staff clarified that "road ready" typically means quick utility disconnects, no structures attached to the units, etc.

Community Development Director Michael Jenkins concluded the staff presentation with the recommendation of approval of the Use Permit in perpetuity.

PUBLIC HEARING

Mr. Philip Moreau, managing member and applicant, distributed a portfolio of RV Management Services' Representative Properties. He stated that he hoped to bring his vision to life of building the finest, family-friendly RV Park in Northern Arizona here in Camp Verde. Moreau stated he has extensive experience in RV Park development with four out of seven of his RV Parks that are eligible to be rated by Good Sam, having scored perfect 10's across the board in amenities, cleanliness, and customer service. Moreau expressed the desire to convert the existing RV Park into a world-class operation, to provide state-of-the-art facilities, and to set an elevated standard for recreational experiences in Camp Verde.

Moreau informed the Commission that he has discussed various sewer line options with various folks at the Town of Camp Verde as well as Al Dupuy, and currently has 3-4 contractors reviewing estimates regarding sewer line construction. Moreau stated that he hopes to move fast and open the park before the sewer line gets there. Moreau added that he is currently looking at a vault-and-haul option during construction on the sewer line. At this point in time Moreau stated that he is currently looking at routing the sewer line along the irrigation ditch. Moreau also stated that he is not looking to recoup his costs on the sewer line, and would allow neighbors concerned with connection costs to connect for free.

Mr. Moreau also clarified the standards of "road ready," as defined by Yavapai County Flood Control. He explained that the RV's need to be licensed and ready to pull out onto the road at a moment's notice, they have to have quick-disconnect capabilities and that no permanent decks or structures can be attached to the RV's. He explained that all the new buildings will be constructed outside of the floodway, and that the new spa in the floodway will be elevated and will overlook the pool.

Commissioner Burnside asked for additional information regarding the proposed Park Model units and if they were going to be utilized as timeshares. Mr. Moreau stated that he did not believe in the timeshare, or membership only business models and that approximately 100 RV Sites will be for regular RV's, while 40-50 RV Sites will be utilized for fully-furnished Park Model RV's. Moreau added that the Park Models are always road ready. Commissioner Hisrich asked if there were any time restrictions that needed to be placed on the Park Model Units. Community Development Director Michael Jenkins stated that there are no time restrictions in the current Planning & Zoning Ordinance.

Commissioner Burnside questioned why Mr. Moreau was not planning on connecting to Camp Verde Water Company. Mr. Moreau stated at this point in time he had not considered it, but that he is open to looking into the possibility of connecting to the Camp Verde Water System. Assistant Planner Kendall Welch explained that the water company is available across from Horseshoe Bend Road.

Mr. Moreau thanked the Commission for hearing him, as well as thanked the Town of Camp Verde Staff for their immense support throughout the process.

Camp Verde Resident and Vice Mayor, Bruce George asked if the recreational areas and facilities would be open to the public to use for a fee. Mr. Moreau stated that it is a selective process, but that neighbors would receive first priority for day-use passes for the recreational area. Moreau also added that the rally room and clubhouse would be open for the public to reserve.

Commissioner Blue asked if there was going to be any tent camping allowed. Moreau stated that tent campers will not be allowed at this site. Commissioner Hisrich expressed a concern with the selective basis on tent campers and folks wishing to use the recreational areas and facilities. Moreau clarified his previous comments and apologized for the confusion.

DISCUSSION

Commissioner Norton asked that Mr. Moreau not be bound to an onsite wastewater treatment plan and requested amending the recommended motion to allow for flexibility in this area.

Community Development Director Michael Jenkins also added that Staff had received comments from one neighbor earlier that day with a concern about sewer connection requirements, connection fees, and monthly fees, and the 20 ft. pole lighting. Jenkins explained that the pole lighting is well within the Dark Skies ordinance requirements, and that he felt the sewer question had already been addressed by the Commission and the applicant.

7. Public Hearing, Discussion and possible Recommendation to Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending the requirements of Part Two – Zoning Classifications, Section 203 – Use District, Subsection D. R-R District (Residential-Rural), (Formerly RCU), Item 3f. "Agri-Tourism", and Part Two – Zoning Classifications, Section 203 – Use Districts, Subsection N. AG District, Item 3a. "Agri-Tourism".

On a motion by Commissioner Burnside, seconded by Commissioner Freeman, the Commission voted unanimously to recommend for approval to Council a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending the requirements of Part Two – Zoning Classifications, Section 203 – Use District, Subsection D. R-R District (Residential-Rural), (Formerly RCU), Item 3f. "Agri-Tourism", and Part Two – Zoning Classifications, Section 203 – Use Districts, Subsection N. AG District, Item 3a. "Agri-Tourism".

STAFF PRESENTATION

Assistant Planner Kendall Welch explained that during the October 1, 2015 Special Session of the Planning & Zoning Commission, several Commissioners expressed an interest in revising the requirements of Item 3f. "Agri-Tourism" under the R-R (Residential-Rural) Zoning District.

This item was placed on the agenda of the October 8, 2015 Work Session of the Planning & Zoning Commission for further discussion and direction to Staff. The proposed text amendment / changes are a result of this Work Session discussion.

Welch added that in order to ensure continuity of the Planning & Zoning Ordinance, Part Two, Section 203, Subsection N. (AG District), Item 3a. "Agri-Tourism" was also updated to include the proposed changes.

PUBLIC HEARING

There was no input from the public.

COMMISSION DISCUSSION

Commissioner Freeman reported that he had spoken to many people that were unhappy with the previous wording of this section of the Planning & Zoning Ordinance. Commissioner Freeman also stated that he had distributed copies of the proposed changes to those folks who had expressed concern, who all appeared to be happy with the proposed changes.

There Will Be No Public Input On The Following Items:

8. 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.)

There were no current events.

9. Staff Comments

There were no staff comments.

10. Adjournment

On a motion by Commissioner Burnside, seconded by Commissioner Freeman, the Commission voted unanimously to adjourn the meeting at 7:55 pm.

Chairman B.J. Davis
Planning & Zoning Commission

Michael Jenkins
Community Development Director

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 Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona held on the 3rd day of December, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ of _____, 2015.

Saep Yol Choe

DRAFT