

DRAFT MINUTES
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY FEBRUARY 4, 2016
6:30 PM

1. Call To Order

Chairman Davis called the meeting to order at 6:28 pm.

2. Roll Call

Chairman Davis, Vice Chairman Burnside, Commissioners Blue, Norton, Hisrich, and Helm are present. Commissioner Freeman is absent.

Also present is Community Development Director Michael Jenkins, Assistant Planner Kendall Welch, and Recording Secretary Marie Moore.

3. Pledge Of Allegiance

The pledge was led by Commissioner Helm.

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:

January 7th, 2016 – Regular Session

January 14th, 2016 – Special Session

b. Set Next Meeting, Date and Time:

February 18th, 2016 – Special Session (General Plan) (6:30PM)

March 3rd, 2016 – Regular Session (6:30PM)

On a motion by Commissioner Norton, seconded by Commissioner Hisrich, the Commission unanimously passed the Consent Agenda.

5. Call To The Public For Items Not On The Agenda

There were no comments from the public.

6. Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Use Permit 20150388, an application submitted by Mr. Reg Destree of Destree Development, agent for 407-09-011 South Property LLC, owner of parcel 407-09-160A, which is 10.00 acres. The property owner is requesting a Use Permit to place an eighty foot (80'), multi-carrier, monopole, wireless tower, owned by SBA Communications, on parcel 407-09-160A, located in Camp Verde, Yavapai County, Arizona. A transmitter station and tower for automatic transmitting is an allowed use under the M1 (Industrial: General) Zoning District in the current Planning & Zoning Ordinance with a Use Permit. All Use Permit approvals for a new wireless communication facilities, if granted, shall be granted for a maximum period of ten (10) years. – Resource: Community Development Director Michael Jenkins

A recommendation for approval to Council was made by Commissioner Norton on Use Permit 20150388, an application submitted by Mr. Reg Destree of Destree Development, agent for 407-09-011 South Property LLC, owner of parcel 407-09-160A, which is 10.00 acres. The property owner is requesting a Use Permit to place an eighty foot (80'), multi-carrier, monopole, wireless tower, owned by SBA Communications, on parcel 407-09-160A, located in Camp Verde, Yavapai County, Arizona. A transmitter station and tower for automatic transmitting is an allowed use under the M1 (Industrial: General) Zoning District in the current Planning & Zoning Ordinance with a Use Permit. All Use Permit approvals for a new wireless communication facilities, if granted, shall be granted for a maximum period of ten (10) years.

Recommended stipulations include:

- 1) The applicant will submit the Reclamation Plan once a Use Permit approval has been**

provided by the Town Council. Additionally, the building permit will not be issued to the applicant until staff has approved the Reclamation Plan and Financial Assurances in a form as allowed by the Town. In Section 810 of the Town of Camp Verde Planning & Zoning Ordinance, a yearly increase of the Financial Assurances in the amount of 8% of the reclamation cost estimate is required. This 8% per year increase shall apply throughout the full term of the Use Permit. In order to simplify the Financial Assurance process, the Town has allowed a one-time increase for the total number of years the Use Permit is approved for.

An example would be as follows:

- Use Permit term is for 10 Years.
- So, $8\% \times 10 \text{ years} = 80\%$

The total Financial Assurance would then be $100\% + 80\% = 180\%$ of the Reclamation Cost Estimate.

- 2) Must meet all requirements of Part 8 - Wireless Communication Facility Regulations of the current Planning & Zoning Ordinance.
- 3) In addition to the above stipulations the Planning & Zoning Commission also recommends the structure of the tower and all attached equipment be painted with a low reflective, flat gray paint.

The recommendation was seconded by Commissioner Burnside. All Commissioners are in favor and the motion passes unanimously.

Additionally the Planning & Zoning Commission would also like to recommend to Council that Part Eight – Wireless Communication Facility Regulations be updated to provide better performance criteria and characteristics in order to appropriately rank/evaluate wireless tower proposals.

1. Staff Presentation

Community Development Director Michael Jenkins stated that no comments from the public has been received on this agenda item before he began his presentation. Mr. Jenkins presented the application to the Commission, and gave a brief history and overview of the documents presented. Mr. Jenkins also included an overview of the Community Development Department's process, review and analysis of performance criteria and characteristics, as well as presented corresponding agency comments.

Chairman Davis asked why the time limitation of ten years has been added to the Use Permit. Mr. Jenkins stated that this time limitation of ten years is strictly stated in the Wireless Section of the current Planning & Zoning Ordinance. Vice Chairman Burnside questioned if there is a way the Use Permit could be recommended for a period longer than ten years. Jenkins stated that upon hearing the item, Town Council could decide to waive the requirement and approve for a longer period of time if they so choose.

Chairman Davis requested clarification regarding the reclamation process. Jenkins explained that it would be required for the applicant to return the land to its original state. Vice Chairman Burnside questioned if the reclamation process was only required for the ground up, or if it included items placed beneath the ground (i.e. footings). Mr. Jenkins indicated that the reclamation would include both above and below ground items.

Commissioner Hisrich questioned who determines the dollar amount tied to the reclamation process. Mr. Jenkins stated that the applicant would provide a cost estimate from an engineer, which would be reviewed for accuracy and completeness by the Town Engineer.

Chairman Davis asked if there is any camouflaging proposed for this tower. Mr. Jenkins informed the Commission that due to the lack of landscaping in the area to use for concealment, there would not be camouflaging used for this particular tower.

2. Declare **PUBLIC HEARING OPEN** Call for **APPLICANT'S STATEMENT**

Reg Destree of Destree Development gave a brief presentation of the proposed monopole for the Commission. Mr. Destree indicated that Verizon Wireless will be the initial tenant on this structure, and added that the site is being proposed in order to increase coverage between

Camp Verde and Cottonwood on State Route 260. Mr. Destree stated that this site is being designed to accommodate multiple carriers, and addressed the fact that they (SBA Communications) declined to sign into the collection agreement with the Town of Camp Verde due to the multi-carrier status of the tower as well as arbitration requirements. Mr. Destree indicated that no camouflaging is being proposed for this tower, and that the tower will be seen for approximately ¼ mile while traveling on State Route 260. Mr. Destree indicated that SBA Communications would be willing to paint the monopole and equipment a low reflective, flat gray, to eliminate glare. Mr. Destree also stated that no lighting is being proposed for this tower.

Chairman Davis questioned if there are going to be any conflicts with the RV Park located in Yavapai County's jurisdiction that is currently under construction right next to the site. Mr. Destree indicated that the usage from the proposed RV Park is one of the reasons this monopole is in front of the Commission. Mr. Destree stated that there will be a need for additional data support once the RV Park is fully constructed. Commissioner Norton asked if the RV Park owner had been notified of this application. Community Development Staff, as well as Mr. Destree, indicated yes.

Chairman Davis questioned the life expectancy of the tower. The applicant, Mr. Destree indicated that as long as this tower is at this location it will be operational. Mr. Destree indicated that he currently has towers in other locations that have been in operation for 20 to 30 years. Commissioner Hisrich questioned why there was concern regarding the 10 year length of time for the Use Permit. Chairman Davis indicated that Vice Chairman Burnside had presented the question of extended time. Vice Chairman Burnside clarified and applicant, Mr. Destree confirmed that he was accustomed to a 10 year stipulation.

Vice Chairman Burnside questioned why a reclamation plan was not included with in the documents presented and asked to see a picture of an 80 foot tower if possible. Community Development Director Michael Jenkins indicated that with previous wireless towers, the reclamation plan was allowed to be submitted with the construction documents as part of the building permit process.

Chairman Davis questioned how deep the base of the tower would need to be to support an 80 foot tower. Mr. Destree indicated approximately 30 feet but the depth ultimately depends on the condition of the soil.

Vice Chairman Burnside asked why the site location is named Goettls. Mr. Destree indicated that when the site was identified initially, the Goettls building was the nearest labeled structure. Vice Chairman Burnside also requested the applicant modify the Vicinity Map provided to correctly read Yavapai Apache Reservation rather than Camp Verde Indian Reservation as indicated.

Commissioner Helm clarified that the site in question is located behind the old Steve Coury building on State Route 260.

Chairman Davis questioned staff regarding the height restrictions in the zoning ordinance. Community Development Director Mike Jenkins explained that anything exceeding the maximum height allowed in a zoning district by 10 feet requires a Use Permit.

3. Call for **COMMENT FROM OTHER PERSONS** (either in favor or against)

No comments from the public were presented.

4. Call for **APPLICANT'S REBUTTAL** (if appropriate)

No Rebuttal was heard.

5. Declare **PUBLIC HEARING CLOSED**

Call for Commission **DISCUSSION** (may ask questions of applicant)

Commissioner Norton questioned the criteria used in the medium to low preference rating. Community Development Director Michael Jenkins gave an overview of the performance criteria as listed in the ordinance. Mr. Jenkins added that the criteria needs to be updated in order to provide better clarity when rating wireless tower proposals. Commissioner Norton agreed with Mr. Jenkins and stated that the matter should be reviewed due to the criteria requirements being hard to follow.

Chairman Davis questioned what the least unobtrusive color is. Mr. Destree indicated it would be a low reflective, flat gray color. Mr. Destree recommended to the Commission is that they stipulate the tower and equipment be painted that color as a stipulation of the Use Permit.

There was Commission Consensus to direct staff to look at updating the Wireless Section of the current Planning & Zoning Ordinance.

There Will Be No Public Input On The Following Items:

7. Current Events

Chairman Davis discussed the previous and upcoming meetings held regarding the General Plan. The meeting on the 23rd of January was well attended, there were no attendees on the 28th. There were approximately 15 people in attendance on the 30th and a presentation was made to the Yavapai Apache Nation Council on the February 4th.

Assistant Planner Kendall Welch updated the calendar for Commissions review. The next meeting on February 9th has been confirmed. Chairman Davis requested Commissioners participation and notification that Commissioners will attend in advance to either himself or Kendall.

Vice Chairman Burnside acknowledged that this is the 17th year of Cliff Castle Casino being awarded the #1 Casino in Northern Arizona and they are moving forward with new construction for their hotel.

8. Staff Comments

There were no staff comments.

9. Adjournment

A motion to adjourn the meeting was made by Vice Chairman Burnside. The motion was seconded by Commissioner Blue. All Commissioners are in favor and the meeting was adjourned at 7:35 PM.

Chairman B.J. Davis

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 Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 4th day of February, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ of _____, 2016.

Marie Moore, Recording Secretary