



DRAFT MINUTES

**THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY JANUARY 19, 2017
6:30 PM**

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

2. Roll Call

Chairman Davis, Vice Chairman Helm, Commissioners Blue, Hisrich, and Norton.
Absent: Commissioners Freeman and Willis.

Also Present: Community Development Director Carmen Howard and Recording Secretary Marie Moore.

3. Pledge of Allegiance

Commissioner Blue 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 3, 2016 – Regular Session

b. Set Next Meeting, Date and Time: (Tentative)

Thurs. Feb. 2, 2017 - 6:30 PM, Regular Session

Wed. Feb. 22, 2017 – 6:30PM, Joint Council/ P&Z Work Session

On a motion by Commissioner Norton, seconded by Commissioner Blue, the Commission unanimously approved the Consent Agenda.

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

None.

6. Election of Officers

Chairman Davis gave a brief overview to the Commission on how the election process will proceed.

Chairman Davis called for nominations for the Chairman position from the Commission; Commissioner Blue nominated Chairman Davis and Commissioner Norton seconded the nomination. Chairman Davis accepted nomination. The commission unanimously approved the nomination and acceptance of BJ Davis as the Chairman.

Chairman Davis called for nominations for the Vice Chairman position from the Commission; Commissioner Norton nominated Vice Chairman Helm and Commissioner Hisrich seconded the nomination. Vice Chairman Helm accepted the nomination. The Commission unanimously approved the nomination and acceptance of Teresa Helm as the Vice Chairman.

7. Discussion and direction to staff relating to potential Code Amendments for presentation to joint P & Z-Town Council Work Session to be held in February. – Resource: CDD Carmen Howard

Community Development Director, Carmen Howard, explained to the Commission that she has had an opportunity to work with Town Code for a few months and has ideas relating to the current code and some suggestions that could improve the way that things are being handled in Community Development Department.

Carmen Howard indicated that her intentions are to inform and discuss the ideas with the Commission prior to the Council Joint Work Session, so that a collective decision could be made on the following matters:

PUD ZONING DISTRICT:

Currently the Town Code includes a PUD zoning district and within the PUD there is a residential component and a 5 acre minimum. Howard explained that a PUD is a creative way of looking at a

project with multiple uses and feels there are a lot of development that could benefit from this type of zoning if the acreage limitation was reduced and the residential component is removed.

PUBLIC LAND ZONING DISTRICT:

Currently the Town does not have a Public Land Zoning District. The benefit of such a district would allow government uses such as parks and schools that do not fit in normal zoning districts. Howard used the example of the Town offices which are currently located in a Residential Zoning District. By rezoning the area where the offices are located at, it would remove the need for public use permit which is a cumbersome process. Howard also explained that there are a lot of Use Permits issued and no way to track them and suggested there be standards in the code rather than issuance of Use Permits.

CARGO USE CONTAINERS:

Although it has previously been discussed, Howard indicated that standards could mitigate some issues faced while dealing with Cargo Use Containers. The Town enforces the Code and ask for the removal of the containers if present, but it is difficult to enforce.

Chairman Davis asked if the Cargo Use Containers are not allowed per the code, Howard explained that they are only permissible under temporary use during construction and certain uses but not for a permanent storage use.

ACCESSORY DWELLING UNITS:

Howard explained that Accessory Dwelling Units are currently allowed in all zoning districts as long as they do not have a stove. Howard explained that if standards are developed such as distance and size, it could mitigate some concerns.

SIGNAGE:

The Supreme Court passed a ruling related to signage, essentially stating that signs needs to be neutral content based. I.e.: a garage sale sign cannot be treated differently than any other temporary sign. The current code needs to be amended to adhere to the Supreme Court ruling.

RV PARK ZONING:

RV parks are currently regulated by use permits. Howard expressed that she would like to see RV parks allowed in a certain zoning district rather than a use permit and recommended C3 areas.

DARK SKIES ORDINANCE:

Economic Development Director, Steve Ayers, has been working with the International Dark Sky's group and there are a few code amendments that need to be made in order for the area to qualify.

Commissioner Hisrich thanked Mrs. Howard for her presentation and questioned how she envisioned moving forward with grandfathered/ established things. Hisrich explained that most of the restrictions have been unenforceable in the past and expressed concern as to what would be different now.

Carmen Howard agreed that current existing issues can't be helped but the proposed changes would help deal with future issues. Howard expressed her confidence with her staff and code enforcement officers who have been engaging with the community and enforcing codes.

Commissioner Hisrich commended Howard and her staff's efforts, but explained that some of the issues, specifically signage, has been discussed previously and not much has changed.

Commissioner Norton questioned the proposed Public Lands Zoning and asked for a detailed example. Carmen Howard expressed that the Town Hall, Fire Station, Marshal's Office, Town Parks, Archeology Center and Historical Society are all examples of where the Public Zoning should be in place. Norton questioned what would happen if the land was sold and used as something other than a public service area. Carmen Howard explained that a simple rezoning would take place and currently at this time there is no easy way to find a list of Town owned property, and by utilizing this proposed zoning district it would make the search less cumbersome.

Commissioner Blue stated that he supports the vision that Howard has presented to the Commission and expressed a recommendation that RV Parks be included in C2 zoning rather than the proposed C3 zoning.

Commissioner Helm expressed her appreciation toward Mrs. Howard and her presentation.

Chairman Davis directed Howard to research more information regarding "tiny homes", specifically less than 250 sq/ft. in a RV park and a potential accessory unit.

Howard explained with current building codes, tiny homes can be approved and there are a lot of ways to make it work. There was a discussion of tiny homes on wheels presenting problems.

Bill Helm, member of the public, questioned if the tiny home could have a stove and related the idea back to the accessory home issue.

Chairman Davis directed Howard to research breweries integrated in restaurants.

Cat Davis, member of the public, questioned the International Dark Sky's component and expressed concern that she has not heard of any public meetings regarding this matter. Mrs. Davis explained that she has personal experience with dealing in the matter in her previous career and

indicated that there are several components associated with the Dark Sky's that need to be looked into as well as how they will affect the plans of the Town.

Howard explained that there have not been meetings yet but there will be more in the future and that the current ordinance was sent to the International Dark Sky's and received a glowing report

Cathy Davis, member of the public, questioned if the Public Land Zoning District would include the forest service surrounding the Town.

Howard indicated that she thought those are considered open space and explained that the difference is addressing facilities. Howard explained that such a zoning change would benefit several departments, including public works, waste water and economic development.

Phillip Moreau, member of the public, expressed his gratitude for inclusion in the discussion. Moreau explained he is the owner of Verde River RV Park.

There Will Be No Public Input On The Following Items:

8. Current Events

None

12. Staff Comments

Community Development Director, Carmen Howard explained that the department has a new planner coming on board February 1st and at that point will be fully staffed. She expressed that the new planner has a skill set that aligns with the department's needs. She commended all of her staff's performance.

13. Adjournment

On a motion by Commissioner Hisrich, seconded by Commissioner Norton, the meeting adjourned at 7:09 pm.

Chairman B.J. Davis
Planning & Zoning Commission

Carmen Howard
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 Work Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona held on the 19th day of January, 2017. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ of _____, 2017.

Marie Moore
Recording Secretary