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 JULY 02, 2015
6:30 PM

1. **Call to Order**

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

2. **Roll Call**

Chairman Davis, Vice Chairman Freeman Commissioners Blue, Hisrich and Norton present.
Absent: Commissioners Hisrich and Parrish.

Also present: Community Development Director Mike Jenkins, Assistant Planner Jenna Owens and Recording Secretary Marie Moore.

3. **Pledge of Allegiance**

Commissioner Norton 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:**
      No minutes for approval.
   b. **Set Next Meeting, Date and Time:**
      As needed

5. **Call to the Public for items not on the Agenda**
None.

6. **Public Hearing, Discussion and Possible Recommendation for approval (or denial) to Council on Zoning Map Change 20150170, an application submitted by Chester-Campbell, LLC, Betty Chester & Dowling Campbell owners of parcel 404-02-005C, which is 12.35 acres. The property owner is requesting to go from a zoning of R1L-35 & R1L-175 (Residential: single-family limited) to PUD (Planned Unit Development). The property is located at 30 E State Route 260.**

On a motion by Burnside, seconded by Blue, Commission unanimously recommends the approval to Council on Zoning Map Change 20150170, an application submitted by Chester-Campbell, LLC, Betty Chester & Dowling Campbell owners of parcel 404-02-005C, which is 12.35 acres. The property owner is requesting to go from a zoning of R1L-35 & R1L-175 (Residential: single-family limited) to PUD (Planned Unit Development). The property is located at 30 E State Route 260 with the following stipulations:

1. Provide a barrier in the parking area south of the Town of Camp Verde's sanitary pump station to impede traffic on Town Property.
2. Provide bollards around the existing transformer for protection.
3. Comply with the changes to the access road as deemed necessary by the Fire District.

Community Development Director Mike Jenkins gave a description and overview of the subject parcel listed in the application. Jenkins presented Exhibit A drawing consisting of the parcel description and layout for any clarification needed of the property to Commission. Jenkins explained the PUD plan will be a site plan specific and what is involved in such regulations.

Chairman Davis questioned about any potential impact of changes on the new study of flood control that is to be implemented in October 2015. Jenkins indicated that they are currently being held accountable under the new standards.

Mike Jenkins indicated that it was the staff's recommendation to approve the Zoning Map Change to a PUD.

Applicant, Kevin Chester, indicated that the reason for the request is to allow more than one family may reside on the property. There would not be any changes made to the property other than a potential BBQ pit. Entry would be made on the access road located on Salt Mine Rd. to the east of Stare Route 260.

Commissioner Blue clarified that all the existing buildings are already on the site plan and the only changes would be done would be renovations to the buildings but no additional buildings were to be built and this Zone Change would be as PUD due to the existing building locations are encroaching into to the setbacks and near the property line.

Commissioner Norton questioned the removal of a shed. Chester stated it needed to be removed due to the requirement by the fire marshal and access requirements.
Norton clarified the parking area is referred to as a landscape area and questioned if it was the same area. Chester indicated that was correct.

Commissioner Burnside requested clarification on the statement of the area of the east parcel remaining open space and the area of the west parcel with residential dwellings. Jenkins explained that it is only one parcel and how the zoning differed on the property. Burnside questioned the closet fire hydrant. The applicant indicted there was one located across the road. Burnside indicated his concern with the sewer connection of the property and requested there is an assurance that there is a back flow preventer installed. Burnside mentioned the location of propone tanks. Burnside questioned the "roadway" and if the Public Works Director and Community Development Director considered the impact to the Yavapai-Apache land with whom the road is shared.
Commissioner Burnside requested some sort of structure or fence to keep the Town of Camp Verde sanitary buildings from being damaged as well as the transformer be protected.

Chairman Davis clarified that the applicant is willing to comply with the roadway, parking and building identification numbers. The applicant conceded that was correct.

Chairman Davis requested in future times when appropriate, the Yavapai Apache Nation be contacted by staff when their property borders or could be affected by additional traffic.

Commissioner Burnside questioned if the applicant would be allowed to reinstate their farm vegetable store on the property under the PUD. Jenkins affirmed the applicant would be able to do so.

Jenkins indicated that he does not feel that the Town has the ability to require a back flow valve be required. Davis clarified that it was a recommendation.

7. **Commission Information Reports:**

Chairman Davis reminded Commission members of the August 30th deadline for the General Plan election. Corn Fest open house would be held on Saturday July 18th, 2015 from 10:00 am to 2:00 pm.

8. **Staff Comments**
None

9. **Adjournment**

On a motion by Blue, seconded by Freeman, the meeting adjourned at 7:17 pm.

Chairman B.J. Davis

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 2nd day of July, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th of July, 2015.

Marie Moore, Recording Secretary