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 MARCH 17, 2016
6:30 PM

1. **Call To Order**
Chairman BJ Davis called the meeting to order at 6:30PM.

2. **Roll Call**
Chairman BJ Davis, Vice Chairman Bob Burnside, Commissioners Jim Hisrich, Greg Blue, Dave Freeman, Chip Norton, and Teresa Helm are present.

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

3. **Pledge Of Allegiance**
Commissioner Blue ledge 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:**
   Thursday, February 4th, 2016
   Thursday, February 18th, 2016
   b. **Set Next Meeting, Date and Time:**
   As Needed

A motion to approve the meeting minutes was made by Commissioner Blue. The motion was seconded by Commissioner Hisrich.

All Commissioners are in favor and the motion passes unanimously.

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.)

Darlene Rubio, Vice Chairwoman of the Yavapai Apache Nation Tribal Council was present. Rubio stated that her comments are all General Plan related.

There were no comments from the public.

6. **Discussion, Public Input, and Commission Consensus for all public comments received on the Town of Camp Verde 2016 General Plan – Working Draft #1, dated January 11, 2016.** – Staff Resource: Community Development Director Michael Jenkins

At 9:00 p.m., it is the consensus of the Commission to continue the meeting after 9:00 pm.

It was the consensus of the Planning and Zoning Commission to make the following changes to the Draft Town of Camp Verde 2016 General Plan in response to comments received during the 60-day review period:

Page 2: Acknowledgements:
Update titles of the Planning and Zoning Commission, Town Council and Town Staff to reflect the positions that are currently held as of tonight's meeting.

Community Development Staff received written suggestions from resident Suzy Burnside - who suggested removing position titles in order to clean up the page. Commissioner Blue indicated that his preference is to leave the position titles as it is beneficial for the public to know who was responsible for what. Chairman Davis agreed with Commissioner Blue. Chairman Davis suggested to remove former titles and only list current titles of individuals. It is the consensus of Commission to follow Chairman Davis' suggestion.

Vice Chairwoman Rubio addressed the Commission and stated her concerns regarding the lack of mention of drainage and flooding in the document. Community Development Director Michael Jenkins explained that storm water drainage was an issue dealt with by the Town Engineer and the Public Works Department. Due to the specific nature of the topic, it would not be included in the General Plan. Rubio also expressed the need for a bike lane on Middle Verde Road and Jenkins indicated he would have the Economic Development Department contact the Yavapai Apache Nation to discuss the matters in further detail.

Page 9: Vision Statement:
Update the Vision Statement to read: "The Town of Camp Verde will maintain its rural, friendly, historic atmosphere, and natural scenic beauty while offering local shopping, employment, and diverse housing opportunities. We embrace the existing business community, welcome new businesses, and encourage appropriate development that is well balanced in its respect for our natural environment and culture. Natural resources will be a priority to preserve, including the Verde River, tributaries, and open space areas. Commercial, residential, and industrial areas will be neat and visually appealing so as to enhance existing and future neighborhoods, our cultural heritage, and the natural beauty of the mountain vista setting that is Camp Verde. The clear blue sky by day and the dark sky by night, sprinkled with starts, will lift the spirits of generations of the people yet to come."

Community Development Staff received written suggestions from resident Suzy Burnside – who suggested shortening the paragraph and adding verbiage that was eliminated from the 2004 General Plan, that appeared in the previous 1998 General Plan. Chairman Davis indicated he liked the addition. Commissioner Helm suggested adding the last sentence to the current ending of the paragraph. Commissioner Blue indicated he had no preference to change the current statement and expressed his disapproval of the statement "reasonable priced, affordable housing." stated in the current version. Commissioner Hisrich indicated that the Commission previously has had long discussions against the statement "rural western character" which is included in the suggested version and expressed that he does not want to see the statement returned to the General Plan.

Page 9: Purpose Statement:
Update the Purpose statement to read: "The purpose of the Town of Camp Verde 2016 General Plan, is to update the framework that helps Camp Verde make the most of its opportunities to cultivate a dynamic economy and improve the overall quality of life for its residents. The update to the General Plan is a collaborative effort involving residents, business owners, appointed and elected officials, town staff, and other various stakeholders who contributed to developing goals and implementation strategies that will help the Town achieve its desired results. As an outcome of the public's involvement, the updated plan expresses the importance of highlighting Camp Verde's uniqueness while having practical measures for desired growth that will maintain our cultural heritage and natural environment."

Second Paragraph:
Update the paragraph to read: "When describing their town, residents of Camp Verde continue to use terms such as western, rural, friendly, and historic. As in all former plans and updates the public and residents continue to list the community's biggest assets as the Verde River, open space with mountain scenery, rural lifestyle, and friendly people. When asked about the future of their community, residents overwhelmingly stated a desire for more local shopping opportunities while still maintaining the rural character of the Town, its visual attractiveness, as well as the need for additional employment and diverse housing opportunities, and recreational parks/ball fields."

Community Development Staff received written suggestions from resident Suzy Burnside – who suggested shortening the paragraph. Chairman Davis disagreed and suggested inserting portions of the suggested version into the current version. Commissioner Norton expressed he liked the suggested change. Vice Chairman Burnside suggested shortening the current version of the purpose. Commissioner Hisrich indicated that the current third sentence needs to be removed and the word update shouldn't be used so many times. Commissioner Blue indicated that he does not approve of the term "western/rural lifestyle" in paragraph two and the term "reasonably priced housing" needs to be changed to "diverse housing opportunities". Commissioner Helm suggested removing the word "western" from the "western/rural lifestyle" term. Chairman Davis requested the order of the list of the community assets be modified so the Verde River is listed first, open space with mountain scenery listed second, rural lifestyle listed third and friendly people listed fourth.

Page 10: Organization of the General Plan:
Replace the words "as spoken" with "expressed".

Community Development Staff received written suggestions from resident Suzy Burnside – who suggested the change. The Commission is in consensus with no additional discussion on this item.

Page 11: Second Paragraph:
Update the paragraph to read: "The Downtown character area contains Main Street, Fort Verde State Historic Park, Yavapai-Apache Nation Lands, retail sales, restaurants, and service shops that are connected by sidewalks, while the Salt Mine character area exemplifies rural living with low-density residential areas in an agricultural setting with U.S. Forest Service and Arizona State Lands comprising much of the open space contained within the area."

Community Development Staff received written suggestions from the Fort Verde State Historic Park, and verbal comments from Yavapai-Apache Nation to add a reference to both. The Commission was in favor of these changes, that there was no further discussion.

Page 12: First Paragraph – Update the paragraph to read: "The Public Participation Plan is not intended to produce consensus on all applications, but will encourage all applicants to be good neighbors and to allow for an informed decision-making process enabling the Town Council to meet its commitment to ensure that public participation is used in enhancing development and uses throughout Camp Verde."

Insert new paragraph following previously stated paragraph: "Public Participation Results: A series of presentations were conducted from January – March of 2016 to gather public input for the General Plan amendment process. During that time, nine presentations were give. Listed below are the main concerns voiced by members of the public who attended the presentations and provided input: [Insert comparison chart of 2004 General Plan Public Participation Results VS 2016 General Plan Public Participation Results]

Community Development Staff received written suggestions from resident Suzy Burnside – who suggested the first paragraph be revised to include Town Council. The Commission was in favor of this change, and there was no further discussion. Commission discussed the placement of the star chart, it was determined that the 2004 chart would be modified with current information and included on Page 12. Vice Chairwoman Rubio of the Yavapai-Apache Nation addressed Commission regarding the changes requested from herself and others representing the tribe.

Page 15: Introduction, second paragraph:
Update the paragraph to read: "Remnants of Camp Verde's unique prehistory, history, arts and culture are scattered throughout the entire community. Not only do these remnants provide valuable insights into our community's vibrant past, they also help to establish Camp Verde as a destination point for visitors and tourists on a national and worldwide level. Fort Verde State Historic Park, dedicated by Governor Jack Williams in October of 1970, interprets the U.S. Army history in Arizona and Camp Verde during the Indian Wars Period – 1865-1891 and is one of only a handful of territorial forts remaining in the Southwestern United States. ..."

Last paragraph:
Update the paragraph to read: "Over 800 years later, non-native settlers first appeared when trappers and explorers entered the Verde Valley. A period of discovery and settlement followed. As the oldest community in the valley, the Town of Camp Verde has a unique history, dating back to the early 1860's. Settlers first began migrating into the Verde Valley because of the mining industry. The first military establishment was a temporary post overlooking the farms at West Clear Creek. In 1865, the next post, Camp Lincoln was established. In 1865 the name was changed to Camp Verde. The post was moved to its present day site in 1871, due to the onset of a malaria outbreak. In 1878, the name was changed to Fort Verde to signify permanence. The final location served as a Frontier U.S. Army installation from 1871 to 1891, with 22 buildings on 55 ½ acres, and was significant to Arizona's Territorial history. The post officially closed in April of 1890. The Town of Camp Verde began in August 1899 when the fort post was sold at auction. Over the years the community recognized the value of protecting and preserving the history site, which is what prompted a request that it be established as a Historic State Park, in 1970. Today, visitors can tour the four remaining adobe buildings, one of which is a museum with exhibits and displays that portray life on the frontier."

Community Development Staff received written suggestions from the Fort Verde State Historic Park. The Commission was in favor of the proposed changes and there was no further discussion.

Page 16: Last paragraph, fourth sentence:
Update the sentence to read: "The Yavapai-Apache Nation's total land area consists of 1,678 acres with approximately 2,440 total enrolled tribal members as of December 2014."

This change was requested verbally by the Yavapai-Apache Nation. The Commission was in favor of the change and there was no further discussion.

Page 21:
The State Land Department suggested adding information about State Trust Land and its history and purpose. Commissioner Norton suggested including the information in the appendix if necessary. It was the consensus of the Commission that the information is not necessary, and should not be included in the general plan.

Page 29: State Route 260 Annexation:
Remove reference to Appendix C and remove Appendix C from the document.

Entertainment District:
Remove reference to Appendix D and remove Appendix D from the document.

Chairman Davis requested the information be removed from the Appendix in order to eliminate unnecessary pages from the document.

Page 35: Third paragraph:
Update the first sentence to read: "On the east side of State Route 260, the Yavapai-Apache Nation maintains diverse commercial and industrial enterprises as well as a residential community.

This change was requested by the Yavapai-Apache Nation. The Commission was in favor of the change and there was no further discussion.

Page 37: Table
It was the consensus of the Commission to add General Crook Trail under Major Trails in the reference chart. This change was requested by the Fort Verde State Historic Park.

Page 39: Add footnote to Goal E that states:
"The Verde River Recreation management Plan was adopted by Town Council on February 3rd, 2016. For additional information please visit http://www.cvaz.org."

Chairman Davis requested a footnote be added and the description be put at the bottom of the page whenever the Verde River Recreation Management Plan is mentioned.

Mrs. Rubio, Vice Chairwoman of the Yavapai-Apache Nation asked the Commission to consider including signage for the Casino when discussing the gateway entrances.

Page 47: Add footnote to Goal D that states:
"The Verde River Recreation management Plan was adopted by Town Council on February 3rd, 2016. For additional information please visit http://www.cvaz.org."

Page 53: Add General Crook Trail to Major Trails; Add Camp Verde Senior Center to Community Services; Add Fort Verde State Historic Park to Historic Sites.

These changes were requested from general public feedback and the Fort Verde State Historic Park. The Commission was in favor of the changes and there was no additional discussion.

Page 54: Goal B:
Add implementation strategies that state: "B.5 – Collaborate with Fort Verde State Historic Park to increase visitation which will provide associated benefits to the downtown business and tourism efforts." and "B.6 – Develop a walking tour map highlighting Camp Verde's historical sites and distribute to Arizona information locations."

These changes were requested by the Fort Verde State Historic Park. The Commission was in favor of the proposed changes.

Page 55: Add footnote to Goal D that states: "The Verde River Recreation Management Plan was adopted by Town Council on February 3rd, 2016. For additional information please visit http://www.cvaz.org."

Page 61 – Add General Crook Trail to Major Trails.

This change was requested by the Fort Verde State Historic Park. The Commission was in favor of the proposed change.

Page 65: Second paragraph:
Update the paragraph to read: "The Middle Verde character area contains a variety of lands

and uses – the Yavapai-Apache Nation Reservation, with an agricultural history prior to the 1860's, concentrated commercial enterprises near Interstate 17, and U.S. Forest Service/National Forest lands to explore. The Yavapai-Apache Nation, Middle Verde Reservation is the central administrative site and housing location that provides services to its members, including medical, social, judicial, law enforcement, youth, education, and fitness. It has also developed economic bases with diverse business interests, including those at the intersection of Middle Verde Road and Interstate 17.

This change was requested verbally by Vice Chairwoman Rubio.

Page 66: Update Middle Verde Character Area Map to reflect Clem Street and Beauty Circle.

This change was requested verbally by Vice Chairwoman Rubio. Community Development Staff will contact Yavapai County GIS and will correct the maps.

Page 67: Add "Cemetery", "Medical Center", "Police Department" and "Heritage Park" to Yavapai-Apache Nation Points of Interest.

The changes were requested verbally by Vice Chairwoman Rubio. Additionally, Fort Verde State Historic Park recommended the addition of Woodcutters Trail. The Commission was in favor of the proposed changes and there was no further discussion.

Page 75: Add "Camp Lincoln" to Historic Sites.

This change was requested by the Fort Verde State Historic Park. It was the consensus of the Commission for Community Development Staff to confirm the location of Camp Lincoln and add to the appropriate character area chart.

Page 77: Add footnote to Goal D that states: "The Verde River Recreation Management Plan was adopted by Town Council on February 3rd, 2016. For additional information please visit http://www.cvaz.org."

Page 83: Add "General Crook Trail" to Major Trails.

This change was requested by the Fort Verde State Historic Park.

Page 84: Add footnote to Goal C that states: "The Verde River Recreation Management Plan was adopted by Town Council on February 3rd, 2016. For additional information please visit http://www.cvaz.org."

Page 90: Add footnote to Goal C that states: "The Verde River Recreation Management Plan was adopted by Town Council on February 3rd, 2016. For additional information please visit http://www.cvaz.org."

Page 96: Add footnote to Goal C that states: "The Verde River Recreation Management Plan was adopted by Town Council on February 3rd, 2016. For additional information please visit http://www.cvaz.org."

Page 101: Fourth paragraph, third sentence:
Update sentence to read: "The roads to popular recreation places including Beaver Creek, Bull Pen, Clear Creek, and Fossil Creek are accessed from this location."

Vice Chairman Rubio of the Yavapai-Apache Nation voiced her concerns of the sacred White Hills Cliffs. Community Development Director, Mike Jenkins, indicated he would have the Economic Development Department contact her to discuss that matter further. Mrs. Rubio also requested Bull Pen and Fossil Creek be added to this section. The Commission was in favor of the changes.

Page 113:
Assistant Planner Kendall Welch informed the Commission that Community Development Staff had received questions regarding the source of the information shown in the chart. Welch added that the data was provided for the Focus Future document by the Department of Education. There was no further discussion on this item.

Page 115:
Goal A; Implementation Strategy A5 to include "including vocational programs." At the end of the sentence. This change was previously approved by the Commission at the February 18th, 2016 General Plan Work Session.

Goal B; Implementation Strategy B9 will not include the recommendation "Fort Verde State Historic Park".

Page 116: Goal C:
Add implementation strategy "C.6 – Continue to participate with Fort Verde State Historic Park to increase visitation and tourism."

Page 120: Growth Area and Open Space Map:
Commissioner Helm questioned why Finnie Flat was not included in the growth area map. Commissioner Blue agreed with Commissioner Helm's assessment that Finnie Flat should be included. Community Development Director Michael Jenkins explained that the legislation recommended the growth area represent space where infrastructure is not in place, therefore, Finnie Flat is not included. Commissioner Freeman indicated the Growth Area is an incentive area. Assistant Planner, Kendall Welch, read the ARS associated with open space to clarify for Commission as to why the map is presented as it is. There was no further discussion on this item.

Page 136 – Update Goal B to read as follows: "Provide access to link parks, open space and neighborhoods, providing for ease of movement and safety for multi-modal transportation."

Page 137 – Update implementation strategy B.6 to read as follows: "B.6 – Identify and develop walkways and trails that link neighborhoods and open space to preserve a "sense of community"."

These are recommendations from Community Development Staff in order to address suggestions provided by the Arizona Game and Fish Department.

Page 144: Parks:
After a brief discussion of the Commission it is their consensus that Homestead Park and I-17/Parsons Park shall state (future) to indicate their current development status.

Page 146 – Add a footnote to Goal A that states: "The Verde River Recreational Management Plan was adopted by Town Council on February 3rd, 2016. For additional information please visit http://www.cvaz.org."

Page 146 – Add implementation strategy A.6 that states: "A.6 – Collaborate with Arizona State Parks and their goal of developing recreation facilities and the Rockin' River Ranch as a recreation destination."

At 9:00PM there was Commission consensus to extend the length of the meeting. A brief recess was called by Chairman Davis at 9:16PM. The meeting resumed at 9:21PM without Recording Secretary Marie Moore. Assistant Planner Kendall Welch served as the Recording Secretary for the remainder of the meeting.

Page 155 – Goal F, Implementation Strategy F10: There was a request from the Arizona Game and Fish Department to add implementation strategy F10. Chairman Davis stated that he didn't feel that this was an appropriate place for this statement. It was the consensus of the Commission to strike the proposed change.

Page 162, Surface Water, third paragraph – Update the first sentence to read: "The Verde River is part of the Arizona Department of Environmental Quality's Water Quality Improvement Effort called the Total Maximum Daily Load (TMDL) program."

Page 168 – Revise implementation strategy C.11 to read: "Encourage the private use of gray water in new and existing developments through education."

Assistant Planner Kendall Welch indicated that the remaining comments were minor in nature and corrected typos that appeared in the document. The Commission gave consensus to correct the typos noted by the Arizona Department of Water Resources.

Community Development Director Michael Jenkins reviewed the letter received by Sefton Engineering Consultants on behalf of Out of Africa with the Commission. Jenkins explained to the Commission that if a project were located in a designated growth area, then no amendment to the General Plan would be required.

7. **Public Hearing, Discussion and Possible Recommendation to Council to adopt the Town of Camp Verde 2016 General Plan as prepared by the Planning Agency of the Town of Camp Verde, Yavapai County, Arizona; An amendment to the current General Plan adopted under Resolution 2004-614, including an update to the following Sections and Elements: Introduction, Housing, Transportation and Circulation, Open Space and Recreation, History and Culture, Land Use, Economic Development, Growth Area, Environmental Planning, Cost of Development, and Water Resources.** – Staff Resource: Community Development Director Michael Jenkins

A motion recommending approval to Council to adopt the Town of Camp Verde 2016 General Plan as prepared by the Planning Agency of the Town of Camp Verde, Yavapai County, Arizona; An amendment to the current General Plan adopted under Resolution 2004-614, including an update to the following Sections and Elements: Introduction, Housing, Transportation and Circulation, Open Space and Recreation, History and Culture, Land Use, Economic Development, Growth Area, Environmental Planning, Cost of Development, and Water Resources was made by Chairman Davis. The motion was seconded by Vice Chairman Burnside.

All Commissioners are in favor, and the motion passes unanimously.

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.)

Commissioner Norton reported that the Spring Heritage Festival is this weekend.

9. Staff Comments

Assistant Planner Kendall Welch stated that the Final Draft Town of Camp Verde 2016 General Plan will be moving forward to Town Council in a Special Session on March 30, 2016. Welch added that a statement will be placed on the agenda just in case a majority of the Planning and Zoning Commission would like to be present at the meeting.

10. Adjournment

A motion to adjourn the meeting was made by Commissioner Freeman. The motion was seconded by Commission Blue. All Commissioners are in favor and the motion passes unanimously. Meeting was adjourned at 9:40PM.

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 17th day of March, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 17th of March, 2016.

K Welch for M. Moore

Marie Moore, Recording Secretary