

**ACTIONS TAKEN
REGULAR SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY OCTOBER 09, 2008
6:30 PM**

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:**
September 11, 2008
 - b. **Set Next Meeting, Date and Time:**
November 06, 2008 – Regular Meeting
 - c. **Set meeting date and time for Planning & Zoning Commission meetings for the First and Second Thursday of the month, 6:30 PM in Council Chambers for 2008-2009 year.**

On a motion by German, seconded by Burnside , the Consent Agenda was unanimously approved as presented.

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

There was no public input.

6. **Election of Chairman and Vice Chairman.**

On a motion by Burnside, seconded by German, the Commission unanimously elected Joe Butner as Chairman.

On a motion by German, seconded by Buchanan, the Commission unanimously elected Hisrich as Vice Chairman.

7. **Public Hearing, Discussion and Possible recommendation to Council on AMD 2008-01: amending Section 124 (Design Review) of the Town of Camp Verde Planning and Zoning Ordinances under DEFINITIONS items 7 & 8; ADMINISTRATION AND PROCEDURES, item I numbers 1-3, 5g, 7 and 8.**
(continued from 9/11/08 meeting)

On a motion by Hisrich, seconded by Buchanan, the Commission approved a recommendation to Council on AMD 2008-01: amending Section 124 (Design Review) of the Town of Camp Verde Planning and Zoning Ordinances under DEFINITIONS items 7 & 8; ADMINISTRATION AND PROCEDURES, item I numbers 1-3, 5g, 7 and 8, **as previously discussed, with the additional changes as discussed during this meeting.**

(Note: Joe Butner arrived at 6:51 and assumed his seat of office as Chairperson.)

(Additional changes discussed.)

DEFINITIONS

7, "Vertical Structures" means all construction **including** placement of mobile units with the exception of resurfacing of streets, parking lots, and driveways.

(New Item 8):

8. "Mobile Units" means anything brought in on wheels or carried in as units to be assembled on site.

(New Item 9):

9. “Development Activities” **are defined as commercial or industrial activities that require a building permit and will have a visual effect on the contiguous** neighborhood whether permanent or temporary in nature as described in the narrative of the application.

ADMINISTRATION AND PROCEDURES

(Former Paragraph 1 to become Paragraph 2 and amended as follows, in part: “Prior to **review** of final architectural or engineering drawings.....” Also, under Exception: An applicant submitting an application for **a remodel** or expansion of an existing commercial building has the option of **making a** conceptual presentation but **it** is not required.”

(Former Paragraph 3 to become Paragraph 1.)

(Former Paragraph 2 to become Paragraph 3.)

Paragraph 5.g) amended as follows, in part: “.....submitted with this application. **Suggested Western elements may be found in the photo library at the Town’s website.**”

Paragraph 6, first paragraph clarified as follows, in part: “.....if the proposal meets any of the criteria **listed in Items a)** through **d)** below.”

Paragraph 7, language added as follows, in part: “.....This approval will **be** good for a period of.....”

8. **Public Hearing, discussion and possible recommendation to Council on AMD 07-05: Amendment to Section 118.IVA2 (Town of Camp Verde Sign Ordinance, PROHIBITED SIGNS) to allow for an Exception of Signs for businesses immediately adjacent and fronting the right of way of Main Street, from Arnold Street to General Crook Trail, to project over the said right of way; to add the definition to Section 118.III (Definitions) for “A-Frame Signs”; to add “A-Frame Signs” to Section 118.IV (PROHIBITED SIGNS) item 12 except as a temporary use to advertise Community Wide Events and to add to Section 118.IX (BUSINESS / COMMERCIAL / INDUSTRIAL SIGNS), item 5, outlining criteria for placing projecting signs over the described Main Street area for Businesses.**

On a motion by German, seconded by Burnside, the Commission voted unanimously to recommend to Town Council approval on AMD 07-05 Amendment to Section 118.IVA2 (Town of Camp Verde Sign Ordinance, PROHIBITED SIGNS) to allow for an Exception of Signs for businesses immediately adjacent and fronting the right of way of Main Street, from Arnold Street to General Crook Trail, to project over the said right of way; to add the definition to Section 118.III (Definitions) for “A-Frame Signs”; to add “A-Frame Signs” to Section 118.IV (PROHIBITED SIGNS) item 12 except as a temporary use to advertise Community Wide Events and to add to Section 118.IX (BUSINESS / COMMERCIAL / INDUSTRIAL SIGNS), item 5, outlining criteria for placing projecting signs over the described Main Street area for Businesses, **with the changes discussed.**

(Changes discussed)

Restate Item IX, Paragraph A.5., as follows, “**Business that are immediately adjacent to the right of way on Main Street from Arnold Street to General**

Crook Trail, may have a projecting sign over the right-of-way that does not exceed 12 square feet, does not project out from the building more than 6 feet, and does not project above the store front height of the building.”

A typographical error was also noted on Page 4 of the Draft, under Definitions, “Real estate/property for sale, rent or lease sign,” **means** any sign.....”

9. **Presentation and Discussion on Resolution 2008-751: A resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, superseding Resolution 2003-568 and adopting the Town of Camp Verde Code of Conduct for elected and appointed officials.**

There was no action taken.

10. **Burnside requested discussion on:** Discussion on some of the Code language errors.

There was no action taken.

11. **Commission Informational Reports:**

German said she had some questions, including a recent newspaper item regarding Town approval of parking for 100 RVs, and why that item did not have to go through Planning & Zoning. Buckel explained that the requested approval simply involved a grading permit and the applicant only had to show the proposed project; when it becomes an RV park, it will then come to Planning & Zoning.

German requested an agenda item for the November 6 meeting to look at and discuss Paragraph 3(b) on Page 7 of Section 108 concerning building heights, and possible removal of that paragraph.

Burnside questioned the status of his request to clarify the role of liaison and possible conflict of interest; Buckel said she would remind the attorney again. A brief discussion followed to update the members on the reason for his request.

Buchanan wanted to congratulate Howard Parrish on his participation in the parade and Fort Verde Days.

Staff Report

There was no staff report.

13. **Adjournment**

On a motion by Burnside, seconded by Buchanan, the meeting was adjourned at 8:48 p.m.