

**ACTIONS TAKEN
REGULAR SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY December 4, 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:**

November 13, 2008 – Regular Meeting

b. **Set Next Meeting, Date and Time:**

December 11, 2008 – Regular Meeting

On a motion by Burnside, seconded by Buchanan, the Consent Agenda was unanimously approved as presented, with the meeting of December 11, 2008 canceled.

Community Development Director Buckel reported that there are no regular scheduled hearings, and suggested that the meeting set for December 11th could be canceled; Council has recommended that all Boards and Commissions cut back on their meetings wherever possible.

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

There was no public input.

6. **Appointment of Liaison to the Design Review Board: for a 6 month term beginning January 27, 2009 thru June 23, 2009.**

On a motion by Burnside, seconded by German, the Commission voted unanimously to appoint Alan Buchanan as Liaison to the Design Review Board for a 6-month term beginning January 27, 2009 through June 23, 2009.

7. **Discussion on Section 108 E., Height Limits, 3b Buildings and possible removal of a paragraph. (Requested by Commissioner German)**

There was no action taken.

Buckel will include this item on the agenda for the January meeting.

8. **Public Hearing, discussion and possible recommendation to Council on changes to Ordinance 2008-A354 that amends Section 118 of the Zoning Ordinance to define A-Frame signs, add exceptions for Projecting Signs and A-Frame signs into the right-of-way for businesses along Main Street under Prohibited signs, and define the criteria under which Projecting Signs may be used under Business/Commercial/Industrial signs.**

A motion by German, seconded by Buchanan, to recommend to Council to rescind Ordinance 2008-A354, and suggest that business owners along Main Street apply for a variance from the Board of Adjustments to display one A-Frame or similar sign per business until such time as the Council passes an ordinance that amends the Zoning Ordinance to more clearly define land use activity along Main Street under an Overlay District, **was withdrawn following discussion.**

On a motion by Hisrich, seconded by Burnside, the Commission **voted unanimously to recommend to Council**, as follows:

- (1) To reconsider Ordinance 2008-A354 dated October 22, 2008, in its original form, with the addition of two words:: “events” in Paragraph 12.a) on Page 2, and “side” in Paragraph A.5 on Page 3; **and**
- (2) To suggest that business owners along Main Street apply for a variance from the Board of Adjustments to display one A-Frame or similar sign per business until such time as the Council passes an Ordinance that establishes an Overlay District to more clearly define land use activity along Main Street.

9. Discussion on establishing a Downtown Overlay Zoning District to address unique Zoning issues associated with the Commercial activity, Section 119.
(Staff directed by Council 11-19-08)

There was no action taken.

Vice Chairperson Hisrich requested that this item be continued to the next meeting in January for further review and discussion.

10. Commission Informational Reports:

There were no Commission informational reports.

11. Staff Report

Buckel confirmed the attendance of three of the Commissioners at the Boards & Commissions Conference tomorrow. Buckel reported that in another budget move, one of her permit techs has been reassigned to Public Works. The Code amendments that Matt Morris will start working on in March was briefly addressed. Buckel said she will be working with Morris to strategize and put together a timeline on how the project will be approached. Freeman briefly outlined the function of the computer program proposed in connection with the Code amendment project.

12. Adjournment

On a motion by Buchanan, seconded by Freeman, the meeting was adjourned at 8:20 p.m.