

**MINUTES
REGULAR SESSION
THE PLANNING & ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY JANUARY 3, 2008
6:30 PM**

**Minutes are a summary of the actions taken. They are not verbatim.
Public input is placed after Commission motions to facilitate future research.
Public input, where appropriate, is heard prior to the motion.**

- 1. Call to Order**
The meeting was called to order at 6:30 p.m.
- 2. Roll Call**
Chairperson Freeman, Vice Chairperson Butner, Commissioners Hisrich, Parrish, Buchanan, German. Burnside was absent. Also present, Mike Jenkins – Sr. Planner, Nancy Buckel- Community Development Director, and recording secretary Jenna Paulsen.
- 3. Pledge of Allegiance**
- 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 the Commission so requests.
 - a. Approval of Minutes:**
December 6, 2007 – Regular Session
Set Next Meeting, Date and Time:
January 10, 2008 – Regular SessionOn a motion by Butner, seconded by Hisrich, the consent agenda was approved as submitted w/the exception of setting a 2nd meeting. Instead, the next meeting is to be February 7, 2008. Unanimously approved as motion presented.
- 5. Call to the Public for Items not on the Agenda**
Jim Bullard Jr. Commented that Central Arizona Equine is trying to get a Design Review Permit and that the Town is asking for 88 parking spaces. Chairman Freeman said that he needs to address his questions to Nancy Buckel Community Development Director.
- 6. Discussion on Amd 07-05:** Amendment to Section 118.IVA to prohibit A-Frame signs and Section 103 Definitions adding “A-Frame Sign”.
There was no action taken.

Chairman Freeman directed staff to take the comments from this discussion and bring them back to the next regular meeting in February with the following information:

- Language to say “A-Frame signs prohibited except in historic district”
- Size of signs
- Permit stickers for signs with owner and Town Information
- 3 year Time Limit

- Admin. Design Review for signs with a \$50.00 fee plus \$1.00 per sq. ft for sign.
- Find out from State about “Historic District” Signs down by the cannons.
- Find out about the monies that were suppose to be collected from the “Bull Bash” for signs.
- Number of signs per business.
- Working hours only for signs.
- Work with R. Long regarding corner signs with slide in signs for business names.
- Address Key word signs, (Restaurant, curios etc) color specific

Mike Jenkins – Sr. Planner opened the discussion with a summary of what other Towns are doing regarding the A-Frame signs. Jenkins reviewed a chart that was included in the packet detailing requirements of local Arizona cities & towns on A- Frame signs. Clarkdale, Sedona & Flagstaff prohibit A-Frame signs, but Cottonwood had set forth regulations. These regulations were discussed with the Commission.

Chairperson Freeman then opened the hearing to public input.

COMMENT FROM OTHER PERSONS

(Comments from the following persons are summarized.)

Jerry Tobish, I own Ancient Bear Gallery here in Town, and the only thing keeping us in business on Main Street are the A-Frame Signs. I have a sign that reads, “Don’t pay Sedona Prices”, and it has brought a lot of business into my store. We have nothing that helps us here with our businesses, if the Town gets rid of the signs, there will be a lot of empty stores on Main Street. We need a billboard on 260 near the highway to invite people to Main Street. Please table this item for one year; if you have any questions, I invite you to my store for discussion.

Perry Haddon, My wife and I have Beaver Creek Book Store on Main Street; I have a 2x2 sign that just says “Books” along with our hours. Many people have remarked on the signs. People have seen my sign and are coming into the store. That tells me that if you don’t have a proper sign, people will not see you. We do not have the opportunity to have signs that are perpendicular to the stores because the right of way is our building front. We have an overhang on the front and if I write on my window, no one can see it. The sandwich signs are needed. I’m not adverse to standardization of the signs, or size or height or color. It would be nice if the businesses could get together and try to make recommendations to the commission.

Commissioner Freeman asked if there were any other speakers, and then opened the discussion to the Commissioners.

Mike Jenkins – Sr. Planner, mentioned that the Cottonwood A-Frame sign regulation might be difficult to meet.

Chairman Freeman, Our footprint is different than Cottonwoods, we may need to look at those issues, and work with Town Eng. Ron Long.

German, said that she is in agreement that A-Frame signs are needed with some modifications and restrictions. We are not trying to do away with A-Frame signs. I suggested to Mr. Haddon that perhaps the business owners might get together for suggestions.

Parrish, D & N Tires needs two signs to get people to their business. I think we need those signs here until things pick up, we need the sales tax.

Hisrich, There is no one interested in hurting the businesses. However, we don't want a flea market appearance, we want a quaint town with order, and pride in the way the town appears. Some signs are not attractive; we need the signs to have some order.

Chairman Freeman, We need signage on Main Street for the businesses that are off Main Street. We are in agreement that we want to encourage business, a nicer face on Main Street. We need to look at some guidelines.

Buchanan, if we have 20' separation between signs, there may not be enough room for that. Main Street businesses should have choice of signs, then the off Main Street businesses. 2' back from the curb is not a bad idea, as long as they are back from the curb. I think we should consider the Cottonwood plan tonight and go onto Council.

Buckle, Perhaps sandwich signs on the corners, out of the sight triangle for the off main street businesses. Have the signs with the types of businesses, key words, Café, Thrift Store etc. with arrows pointing in the direction of the stores. We need to work with the Engineer for the placement and all signs should be taken down at the end of the day.

German, I agree with Hirsch, Cottonwood regulations are good. Size of signs is important, the signs need to look good not scribbled, and spacing needs to be addressed in a commercial plaza.

Butner, We need to help the merchants, how many signs per business? Businesses on Main Street need one sign, and off Main Street business need two signs only. This is classic for the Design Review Board. We want standardization, sunrise to sunset, during business hours only. After dark the signs are a safety concern and a possible liability to the Town. We need to have a release and indemnity agreement with the Town. General sign on the corner with key words and arrow, size 2'x3' really important.

Buchanan, Off Main Street signs could be alphabetical, or put the business closest to Main Street first and then the next business, etc. Businesses on Main Street will be responsible for the cost of the sign.

Chairman Freeman, for the corner signs, the key words should be color specific, perhaps restaurants green, curios one color etc. Looking at what we discussed last time, identification on the sign, who is responsible, adjacent to curb ok, and the number of signs based on the footage in front of the business.

Buckel, put an adhesive on the sign with the contact person, the Town phone number if there was an issue with the sign. ADOT puts the permit info on their signs.

Chairman Freeman, we need to address the Finnie Flat area.

Buckel, maybe in the historic area only except for special circumstances.

Butner, It ought to be just in the historic downtown area. I can't think of other areas that need the A-Frame signs.

Buckel, There is an improvement area for downtown, it takes in the town site, Main Street to General Crook and it goes to 7th St. down to Arnold.

German, I think we will open a can of worms if we just say "Historic". We need general for the Town., we need to address the right of way. Two sets of standards?

Butner, The signs are prohibited now, what we are trying to do now is to authorize the use of these sign, for a temporary or finite period of time, to keep these businesses going. Businesses on Finnie Flat have big signage; businesses on Main Street are entitled to exceptions to the law. We need a map of the historic area. These should be temporary signs, good for 3 years and then able to renew for another 3 years. There should be a sticker on the signs for liability.

German, A-Frame signs are prohibited except for down town.

Buckel, businesses can use banners which are good for 30 days if they have a special. Some stores have gone to banners because cars park in front of the signs.

Chairman Freeman, specifically say that the A-Frame signs are unique to the downtown area.

German, can we amend the current sign code #4 that sandwich signs are prohibited except for the historic downtown area?

Buckel, we can do that, do we want to all this forever, or temporary, 3 years?

Hisrich, time limit ok.

German, 3 years ok with a permit

Buckel, With Design Review there is a \$50.00 fee plus it would be \$1.00 per square foot for the sign.

Butner, 3 years for a review of sign condition.

Buckel, Where do you want this language, Commercial signage, temporary signage?

Chairman Freeman, Temporary

Chairman Freeman opened discussion back to the public.

(Comments from the following persons are summarized)

Jerry Tobish, Stickers on sandwich board signs, color codes so that by a certain time they can be re-evaluated. Place bronze plaques at either end of Hwy. 260 directing people to the historic district. There was suppose to be money set aside from a "Bull Bash" to have signs created.

Butner, We need slide in panels for the signs on the corners in case a business goes out of business.

Jerry Tobish, I don't feel you need to adapt the entire Cottonwood regulations. There was suppose to be money set aside from a "Bull Bash" to have signs created.

Butner, The Town does not have the money for the historic signs.

German, Mr. Tobish, go to all the Council meetings and tell them you want the signs.

Mrs. Jerry Tobish, I would get the merchants involved and if I could have the specs and meet with Ron the sign guy down the street, I would do this. Signs for each end of the street, maybe the businesses could go together and we would get signs the for the streets.

Parrish, Has anyone contacted the state regarding a sign that says historic district?

Buckel, Not to my knowledge, we do have contacts with the stat and see what procedure we have to go through. We also need to look into seeing if the fund still exists for the signs.

Chairman Freeman, we have a concern about one sign per business, we did have one comment to the contrary.

German, Is there any way that there could be more than one sign per business?

Buckel, There has to be some limitations.

Chairman Freeman, Nancy pen together our thoughts for review and bring them to the next meeting in February.

- Language to say "A-Frame signs prohibited unless in historic district"
- Size of signs
- Stickers for signs with owner and Town Information
- 3 year Time Limit
- Admin. Design Review for signs with a \$50.00 fee plus \$1.00 per sq. ft for sign.

- Find out from State about “Historic District” Signs down by the cannons.
- Find out about the monies that were suppose to be collected from the “Bull Bash” for signs.
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7. Commission Informational Reports

Chairman Freeman, Can storage containers be put on the February agenda?
Buckel, We need to be able to have time to prepare the verbage.

8. Staff Report

Nancy Buckel said that last month the Council approved the Use Permit for Sterrett, Final Plat for Sleepy Hollow, and Final Plat for Circle C Ranches. We are still working on the Livestock language.

9. Adjournment

On a motion by Parrish, seconded by Butner, the meeting was adjourned at 8:33 P.M.

Dave Freeman – Chairman

Planning & Zoning

CERTIFICATION

I hereby certify that the forgoing Minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the regular meeting of the Planning & Zoning Commission of Camp Verde, Arizona, held on the 1st day of November 2007. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2008.

Jenna Paulsen – Recording Secretary