

**MINUTES
REGULAR SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY MARCH 06, 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., with Vice Chairperson Butner presiding.
2. **Roll Call**
Vice Chairperson Butner, Commissioners Buchanan, Burnside and Parrish were present; Chairperson Freeman and Commissioner Hisrich were absent; Commissioner German was absent due to the death of her husband.

Also Present: Sr. Planner Mike Jenkins, Administrative Assistant Jenna Paulsen, and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**
The Pledge was led by Parrish.
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:**
February 07, 2008 – Regular Session
 - b. **Set Next Meeting, Date and Time:**
March 13, 2008 – Regular Session
April 03, 2008 – Regular SessionOn a motion by Parrish, 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. **Public Hearing Discussion and possible Recommendation GPA 2007-03: Submitted by S.E.C, Inc, (Krista Cline) agent for David Meier, owner of parcel 404-28-026E, located at the intersection of Cliff Parkway and Highway 260 on the Northwest corner. The applicant is requesting the land use map to be changed from High Density Residential to Commercial for the purpose of developing a Commercial Plaza to be known as Verde Highlands. The subject parcel 404-28-026E is approximately 1.06 acres.**
On a motion by Buchanan, seconded by Parrish, the Commission voted unanimously to recommend that Council approve GPA 2007-03, submitted by S.E.C. Inc. (Krista Cline) agent for David Meier, owner of Parcel 404-28-026E, located at the intersection of Cliff Parkway and Highway 260 on the Northwest corner, changing the land use map from High Density Residential to Commercial for the purpose of developing a Commercial Plaza to be known as Verde Highlands; the subject parcel 404-28-026E is approximately 1.05 acres.

Vice Chairperson Butner explained that since any action by the Commission will require a unanimous decision because there are only four members in attendance, the applicant has the opportunity to request that the matter be heard when there is a full Commission present. Krista Cline agreed to have the hearing proceed with that understanding.

STAFF PRESENTATION

Sr. Planner Mike Jenkins reviewed the background leading to the request for the General Plan Amendment; Parcel 404-28-025E, adjacent to the subject parcel, had received approval of an Amendment from High Density Residential to Commercial for the purpose of developing a Commercial Plaza to be known as Verde Highlands. It has been found that the subject Parcel 404-28-026E is part of the planned development and therefore requires the General Plan Amendment and Zoning Change as well. Letters were sent to the property owners within 300 feet, and no responses, either in opposition or support, have been received. Jenkins said that the neighborhood meeting was held as required, and listed the concerns of the people in attendance, including building heights, site grading, drainage, lighting, traffic increase, proposed uses and the project review process. No objections have been received from the agencies. Staff is recommending approval.

PUBLIC HEARING OPEN

Applicant's Statement

Krista Cline, agent for property owner David Meier, confirmed the request to have the land use and zoning for the second parcel amended and changed so that both parcels are the same, and so that the commercial building can be located as close as possible to Hwy 260. Ms. Cline, together with Design Engineer Valerie Heaton, reviewed color charts illustrating the building elevations, planned grading, and demonstrating the relationship of the proposed building heights to the view line of adjacent residences. Ms. Cline stated that the site lighting would basically only be between 8:00 a.m. to 5:00 p.m., and Valerie Heaton described the drainage plans. The Commission expressed concern that the buildings had been designed using both parcels, and had progressed even through Design Review with the need for the land use amendment and zoning change completely overlooked. Dugan McDonald, Design Review Board member, explained that approval of the site plan by the Board had been contingent upon zoning approval for the parcel in question, a portion of which had been taken for an ADOT right-of-way for Cliffs Parkway. McDonald said that It appeared that the parcel was much smaller than it actually was, plus it is not large enough to be considered a buildable parcel. Although the oversight was discovered some months ago, because of staff scheduling demands it was not possible to bring the problem before P&Z until now. There was also some discussion with David Meier regarding the type of commercial operations. The members also discussed and confirmed the size of the parcel.

COMMENT FROM OTHER PERSONS

(Comments from the following individuals are summarized.)

Noah Green pointed out his property on the parcel map, and outlined and discussed with the Commission his concern about possibly inadequate drainage, as well as his concern that the proposed two-story building will impact his view. *Jenkins responded that the Town Engineer is very aware of the drainage issues.*

Eli Arnett said he is in favor of the rezoning, but expressed his concern regarding the proposed building height. *Jenkins advised Mr. Arnett that the issue*

would be addressed in the preliminary plat process.

APPLICANT'S REBUTTAL

Ms. Cline said she understands there will be questions to be addressed through the planning process; she assured the public that any plans that are provided will obviously have to be in compliance with all requirements as set forth by the Town and the related agencies.

PUBLIC HEARING CLOSED

Commission Discussion

There was no further Commission discussion.

STAFF COMMENTS

There were no further staff comments.

7. **Public Hearing Discussion and possible Recommendation ZMC 2007-05: As submitted by S.E.C., Inc. (Krista Cline), agent for David Meier, owner of parcel 404-28-026E, located at the intersection of Cliff Parkway and Highway 260 on the Northwest corner. The applicant is requesting the Zoning Map Change to be changed from R-2 to C2-2 for the purpose of developing a Commercial Plaza to be known as Verde Highlands. The subject parcel 404-28-026E being approximately 1.06 acres.**

On a motion by Buchanan, seconded by Parrish, the Commission voted unanimously to recommend that Council approve ZMC 2007-05, as submitted by S.E.C., Inc. (Krista Cline), agent for David Meier, owner of parcel 404-28-026E, located at the intersection of Cliff Parkway and Highway 260 on the Northwest corner; the applicant is requesting the Zoning Map Change to be changed from R-2 to C2-2 for the purpose of developing a Commercial Plaza to be known as Verde Highlands; the subject parcel 404-28-026E being approximately 1.06 acres.

STAFF PRESENTATION

Jenkins reminded the Commission that most of the items were discussed during the hearing on the General Plan Amendment, adding that this is now the request to change the zoning to C2-2. There have been no responses to the letter sent out, and staff is recommending approval.

PUBLIC HEARING OPEN

Applicant's Statement

There was no further applicant's statement.

COMMENT FROM OTHER PERSONS

There were no further comments from other persons.

APPLICANT'S REBUTTAL

No applicant's rebuttal was necessary.

PUBLIC HEARING CLOSED

Commission Discussion

There was some question whether the project will have to go through the Design Review Board.

STAFF COMMENT

In response to the question regarding further Design Review, Jenkins said he believes the matter should be deferred to Director Buckel for her review and

recommendation.

8. **Public Hearing Discussion and Possible Recommendation on ZMC 2008-01: An Application submitted by Wesley Properties, LLC, Jack Sheehan, agent for Arc Property Investments, LLC, Francis Champion, owner of parcel 404-28-104G located on the west side of 7th Street, on the north side of Hollamon Street and the east side of Cliffs Parkway. The applicant is requesting the zoning to be changed from R2-1 to C2 for the purpose of developing a Commercial complex on 1.68 acres to include a restaurant and retail – professional offices.**

On a motion by Buchanan, seconded by Parrish, the Commission voted unanimously to recommend that Council approve ZMC 2008-01, an Application submitted by Wesley Properties, LLC, Jack Sheehan, agent for Arc Property Investments, LLC, Francis Champion, owner of parcel 404-28-104G located on the west side of 7th Street, on the north side of Hollamon Street and the east side of Cliffs Parkway; the applicant is requesting the zoning to be changed from R2-1 to C2 for the purpose of developing a Commercial complex on 1.68 acres to include a restaurant and retail – professional offices.

Vice Chairperson Butner, referring to his earlier announcement that any decision would require a unanimous vote, asked Mr. Sheehan if he wanted to proceed with the hearing on his application. Mr. Sheehan answered in the affirmative after he was informed that the final decision would be made by the Town Council; the P&Z Commission only makes its recommendation.

STAFF PRESENTATION

Sr. Planner Jenkins said that the zoning is in compliance with the General Plan Land Use Map, and the requested use is compatible with the adjacent properties. The area is served by both the Camp Verde Water District and the Sanitary District. No responses have been received to the letters sent out. Jenkins outlined the responses from the Town Engineer regarding the need for dedication of a drainage easement, and the Fire Department regarding providing fire hydrants and a sprinkler system. The neighborhood meeting was noticed and two people attended.

PUBLIC HEARING OPEN

Applicant's Statement

Jack Sheehan introduced himself as the developer/builder of the proposed Walgreen's development on the former Bell Gas property. Mr. Sheehan explained that he had purchased the Bell Gas property with another commercial development in mind. When Walgreen's expressed interest it was found that the original parcel would not be large enough to include the necessary parking space, so Mr. Sheehan purchased the extra portion of the land for the added parking which then required the rezoning for that purpose. The Commission briefly discussed with Mr. Sheehan the site plan showing the proposed buildings and location of the subject parcel as well as the access road for the Post Office. Jenkins outlined in detail the current steps being taken by the Town Engineer in connection with the drainage issues in that area. Mr. Sheehan confirmed that his projects depend upon firm commitments from tenants before working on the financing phase of a development. There was also some discussion regarding the activities that would be allowed under C-2 zoning.

COMMENT FROM OTHER PERSONS

There were no comments from other persons.

APPLICANT'S REBUTTAL

No applicant's rebuttal was required.

PUBLIC HEARING CLOSED

Commission Discussion

There was a question regarding rezoning the parcel to C-2 instead of C-1; Jenkins explained his understanding that the decision was made as the better designation pursuant to the applicant's discussion with the Community Development Director; Mr. Sheehan said he believes that was the rationale, that the parcels would then be the same zoning. Burnside offered examples of the uses permitted by the C-1 and C-2 zonings.

STAFF COMMENT

There was no further staff comment.

9. **Public Hearing Discussion and possible Recommendation ZMC 2008-02: Submitted by Bradly Stevens, agent for the Verde Valley Congregation of Jehovah's Witness, owner of parcel 403-22-008, located off of Industrial Drive on an access easement at 1541 Peterson Road. The applicant is requesting the zoning to be changed from R1L-70 to M1. The Parcel Size is approximately 2.55 acres.**

On a motion by Buchanan, seconded by Burnside, the Commission voted unanimously to continue this Item 9 to the meeting scheduled for April 3, 2008.

STAFF PRESENTATION

Sr. Planner Jenkins said that the rezoning would be in compliance with the General Plan; this parcel is included in the Industrial Land Use designation. No letters in opposition or of approval have been received in response to the letters sent out; five neighbors attended the neighborhood meeting and items discussed included water quality in the area and paving Peterson Road. The Town Engineer has determined that Peterson Road will require the dedication of an 80-foot Right of Way to the Town of Camp Verde for that portion that passes through the subject parcel, which Jenkins pointed out on the site plan provided by the applicant, and that is also staff's recommendation.

PUBLIC HEARING OPEN

Applicant's Statement

Bradly Stevens said the Verde Valley Congregation of Jehovah's Witnesses are simply requesting to rezone the property to fit in with the General Plan. They had hoped at one time to build a House of Worship, but it is not suitable for that purpose and it is an island within an Industrial site. The members briefly discussed with Mr. Stevens the location of some of the neighbors in the adjoining residential properties; one of the neighbors had only requested that the road be brought up to Town standard and a block wall be constructed between his property and the subject parcel. Mr. Stevens confirmed that the Congregation does plan to sell the property.

COMMENT FROM OTHER PERSONS

(Comments from the following individuals are summarized.)

Ken Stokes expressed concern about what types of businesses can operate on M-1 zoning, and is particularly concerned about the possibility of allowing a slaughter house; he is opposed to the rezoning. Mr. Stokes also relayed the opposition of Ed Davidson to the rezoning. *The members discussed with Mr. Stokes the reasons for his opposition to the rezoning as well as some of the uses*

that would be permitted, with input from Jenkins, none of which would appear to include a slaughter house.

Frances Benigar, a resident on Peterson Road, said the parcel is an irregular piece of property, and pointed out that the Right of Way will also affect other property; the existing wells are going bad; rezoning should be conditioned upon hooking up to Town water and sewer.

Bill Gardner, a member of the Congregation, said they try to be good neighbors, and had researched the adjoining properties, and did not think the request for the rezoning would be out of line.

APPLICANT'S REBUTTAL

There was no applicant's rebuttal.

PUBLIC HEARING CLOSED

Commission Discussion

There was some concern regarding the taking of the corner of the property in connection with the road, that it should go back to the Town Engineer since the proposed right of way does not address the Town's ingress and egress. Jenkins explained his understanding that this is one example of the problems encountered by the Town because of past growth, and trying to prevent future potential problems. The members also acknowledged that the individuals who spoke are clearly opposed to the rezoning, and suggested that the road issue needs to be resolved before anything else is done. The Commission also discussed the effect on the residential properties in that area by reason of the requested zoning change. Burnside commented that he might have a conflict of interest since Mr. Stevens confirmed he intended to sell the parcel after the rezoning, and Burnside said he was looking for Industrial property.

STAFF COMMENT

There was no further staff comment.

- 10. Discussion on AMD 2007-05: Amendment to Section 118.IVA to prohibit or limit A-Frame Signs and Section 103 Definitions adding "A-Frame Sign". (This item was tabled at the 2-07-08 Commission meeting and scheduled for this meeting)**

On a motion by Buchanan, seconded by Parrish, the Commission unanimously voted to continue Item 10 to the next meeting.

- 11. Discussion on AMD 2007-08 the use of shipping containers as accessory buildings in Camp Verde: Amendment to Section 108 F.2 Accessory Buildings.(This item was tabled at the 2/07/08 Commission meeting and scheduled for this meeting)**

On a motion by Burnside, seconded by Buchanan, the Commission unanimously voted to continue Item 11 to the next meeting.

- 12. Commission Informational Reports:**

Buchanan expressed condolences from all for Commissioner German's loss of her husband.

Burnside shared a memo from Councilor Garrison who has suggested arranging a Work Session involving the P&Z Commission and the Council regarding effective communication. *Staff responded that the request has been noted.*

13. Staff Report

Paulsen reported that Commissioner German has indicated that she will be serving her term on the Design Review Board as appointed.

Paulsen also reported on the request from Council regarding the P&Z Commission addressing the subject of water conservation.

14. Adjournment

On a motion by Buchanan, seconded by Parrish, the meeting was adjourned at 8:53 p.m.

Dave Freeman, Chairman

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 Regular Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 6th day of March 2008. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ day of _____, 2008

Margaret Harper, Recording Secretary