

**MINUTES
REGULAR SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY JUNE 12, 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 and Parrish were present; Commissioners Buchanan, Burnside and German were absent..

Also Present: Community Development Director Nancy Buckel, Sr. Planner Mike Jenkins, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by Freeman.

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:

No minutes for approval

b. Set Next Meeting, Date and Time:

July 3, 2008 – Regular Meeting

On a motion by Butner, seconded by Hisrich, the Consent Agenda was unanimously approved as presented, with the July 3rd meeting canceled and the next regular meeting scheduled for July 10th, 2008.

The Commission discussed a possible problem with attendance at the July 3rd meeting and staff confirmed that no public hearing had been scheduled for that date. The mandate from Council to consider a type of sign different from the A-Frames was discussed; it was agreed to further address the issue of signage at the July 10th regular meeting, and staff will then advertise the public hearing on the proposed sign code amendment to be held the first meeting in August.

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

There was no public input.

6. Presentation and Discussion of Establishing a Water Conservation Plan for the Town of Camp Verde as Directed by Council. (Continued from 6-5-08 mtg.)

There was no action taken.

Community Development Director Buckel opened the discussion with the request that the Commissioners determine how they want to proceed in establishing

some type of water conservation plan, so that staff will know what direction to follow in the process. Buckel added that there are two types of plans that can be developed, one by municipalities that have control of the water and sewer where limitations can be set on water usage, and those that do not have that control where only recommendations can be made or water conservation encouraged.

Chairperson Freeman outlined his discussion with Mayor Gioia on the issue of developing a water conservation plan, as well as clarification of what the role of the Planning & Zoning Commission would be. Freeman said that the two most recent documents distributed to the members were drafted with input from citizen groups in the Yavapai County area and were the basis for other community plans, such as Sedona and Cottonwood. Concerned with further burdening staff with this issue, Freeman volunteered to personally prepare a first draft for the members to edit individually and make suggestions, in order to develop a working copy for the Commission to review and discuss further.

The members discussed several main points to consider in drafting a plan or guidelines, in particular the unique advantage that Camp Verde has because of the river and creek running right into the center of town, plus the need to protect the historic Camp Verde irrigation rights. Other issues discussed were the need to control the overgrowth of the trees impacting the river flow; planned methods for collection and treatment of gray water; possible landscaping regulations; and steps that could be taken to increase and emphasize public awareness and encourage their participation, including making information available on the Town website.

It was agreed that after developing his initial draft, Freeman will send that document to Buckel who will make copies available to the members for their review and subsequent Commission discussion at a Work Session to be scheduled for that purpose.

7. Commission Informational Reports:

Freeman commented on the agenda item scheduled for June 10th for review of the proposed sign ordinance amendment.

Butner mentioned the upcoming Rodeo and the Prescott Frontier Days events in July. He also reminded staff of his concern about lack of enforcement of the Zoning Ordinance and the Commission's previous request for the Code Enforcement Officer to attend a meeting to discuss that issue. Buckel explained the problem with trying to enforce existing regulations in the Town Code that in essence are not enforceable. Buckel requested that she be contacted in the future regarding any problems that the members feel are not being handled; she added that the attorneys are working on revising the Town Code to provide the necessary tools for enforcement.

Parrish announced that at 6:00 p.m. on Saturday, July 26th, Sedona is hosting a parade for the Day of the Cowboy.

8. Staff Report

Buckel requested that any member who plans to be on vacation, or is unable to attend a meeting, needs to advise staff in order to make sure a quorum will be present to hold a meeting, especially where an applicant plans to attend.

9. Adjournment

On a motion by Parrish, seconded by Butner, the meeting was adjourned at 7:33 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 12th day of June 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