

**MINUTES
REGULAR SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY JULY 10, 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, Commissioners Hisrich, Parrish, Buchanan, and German were present; Vice Chairperson Butner and Commissioner Burnside were absent.

Also Present: Community Development Director Nancy Buckel, Town Engineer, Ron Long, Administrative Assistant Becky Oium, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**
The Pledge was led by German.

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:**
June 05, 2008 Regular Meeting
June 12, 2008 Regular Meeting
 - b. **Set Next Meeting, Date and Time:**
August 7, 2008 – Regular MeetingOn a motion by Hisrich, seconded by German, 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 to Council on AMD 2007-08: Amending Section 108F Accessory Uses and Structures to allow for the use of shipping containers as accessory structures in residential and commercial zoning districts.** *(Continued from 5-08-08 mtg.)*
On a motion by Buchanan, seconded by Parrish, the Commission voted 4-1 to continue this item to the Regular Meeting to be held September 11th 2008; **with a 'no' vote by German.**

STAFF PRESENTATION

In response to the previous request from the Commission, Community Development Director Buckel outlined information collected from other communities on fee structures, use of the storage containers, and suggested language to possibly incorporate in the proposed amendment; the Commissioners had been provided copies of that information. Referring to the documents that had also been included in the agenda packets, Buckel reviewed the charts and steps used for calculating building permit fees. Buckel also explained that the Building Department is expected to cover all of its expenses through the assessment of fees.

The Commission discussed the latest draft amendment that Buckel had provided, including concern regarding the time limit imposed for bringing existing containers up to Code and requesting confirmation that extensions could be granted depending on special circumstances. The members also questioned the safety regulations requiring ventilation and access, and generally agreed that appearance is important to the community.

PUBLIC HEARING OPEN

(Comments from the following individuals are summarized.)

Jerry Tobish commented that the airtight feature of the containers is necessary for some uses in order to keep them pestilence-free or climate-controlled.

John Stephens, President of the Cliffs HOA, expressed concern that the proposed amendment would open up the possibility of bringing old, beat-up boxcars into the community, as well as allowing the containers to be placed in a residential development. He also commented on the Town being extremely lax in enforcing the already existing Codes.

There was no further public input.

PUBLIC HEARING CLOSED

Commission Discussion

Commissioner Parrish commented that Camp Verde is a rural-Western community, and the containers are used for livestock activities, which led to a brief exchange of opinions between the last speaker and Parrish.

There was further Commission discussion that included options suggested by Hisrich as follows:

- **First**, just recommend the draft as is;
- **Second**, to recommend the draft with all the modifications just eliminated, other than screening, setbacks and color; and,
- **Third**, a compromise to require everybody that has an existing container to meet all the requirements listed, and then not allow any new ones to be brought in.

Based on some differences voiced during the discussion, the members generally agreed that a decision on a final draft would take more consideration, and opted to continue this item until September 11th when a full Commission would more likely be in attendance.

7. **Presentation and discussion on AMD 07-05: Amendment to Section 118 of the Town of Camp Verde Planning and Zoning Ordinance, Sign Ordinance, to allow for Temporary "A" - Frame signs by amending the following**

portions of Section 118: III Definitions - adding a definition of Temporary "A" Frame Signs; IV.A2 Prohibited Signs – adding an exception for Temporary "A" Frame Signs and VII.A10 Temporary Signs – adding criteria for "A" Frame Signs.

There was no action taken.

STAFF PRESENTATION

Buckel explained that after reading the memo from the Town Engineer the Council requested that the subject item be brought back to the Commission for reconsideration, together with the Town Engineer present to address any concerns regarding the A-frame signs. There was also a suggestion to allow perpendicular overhead signs for the Main Street businesses because of the problem with adequate space for the placement of A-frame signs without encroaching into the right-of-way, as well as the problem of the signs affecting traffic visibility. Buckel gave a Power Point presentation of examples to illustrate the unique situation on Main Street.

The members reviewed the information presented by Buckel. The issues of public safety and naming the Town as additional insured on the business owners' policies were also addressed. Buckel confirmed that the proposed perpendicular signage would be subject to Design Review. Parrish reminded everyone that perpendicular signage would be more in keeping with what the Town has always had.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Jerry Tobish, owner of The Golden Bear on Main Street, spoke at length in favor of allowing the A-frame signage to continue for up to two years, for example, and expressed several main points of concern for all the business owners in light of the current serious economic problems, including the increasing dearth of customers and income, and the cost to install overhang signage.

Nadia Caillou, another business owner, said she agreed with and supported everything that Mr. Tobish said, but also added her request to allow the proposed overhead signage. Ms. Caillou also said that signage is needed on Hwy 260 to direct potential customers to the Town.

Therese Tobish, co-owner of The Golden Bear, said that she manages the books for that business, and the current negative economic impact on business is much worse than Mr. Tobish had indicated. All the business owners are experiencing difficulties, and the sandwich board signs are extremely necessary to survival.

There was no further public input.

Included in the Commission discussion were the following suggestions: That any overhead signs need to be at least 13'6", maybe 15'3", for clearance for trucks;; the Town should take steps to install directional signs directing traffic from the Interstate to the Downtown area, as well as at the location of the cannons; and consider using volunteer labor to help install overhead signs.

Mr. Tobish spoke again, pointing out that ADOT has been the problem with installing directional signs on 260 and at the Interstate junction; his comment

regarding ADOT was discussed further and clarified with input from Buckel and Freeman.

Buckel advised the Commission that no formal action could be taken at this meeting, since it was not advertised as a public hearing. The members decided that, because of vacation schedules during August, this item will be heard at a public hearing to be set for September 11th 2008.

Further changes discussed by the Commission to the proposed amendment are summarized as follows:

- Include a not-to-exceed 2-year period for allowing the A-frame signs; (*Buckel will consult the Attorney regarding including a "sunset clause."*)
- Allow the perpendicular signs, but only for the area specified for A-frame signs, and only over the sidewalks (may be in addition to A-frame signs);
- Maximum size of overhead sign to be 12 sq. ft.;
- Minimum bottom clearance of the overhead signs in pedestrian areas to be 8 feet;; consider clearance size for trucks, possibly 13'6"
- Retain the liability insurance provision;
- Re Paragraph 10.(c), revise language to the effect that only all existing A-frame signs will be allowed.

Town Engineer Long reviewed the information he had provided for the Council in his memo, commenting on his main concerns involving maintaining safe streets and clear view zones, and the possibility of the A-frame signs causing injuries to pedestrians tripping over them. He added that he thought the idea of allowing projecting signs was a good one.

The members briefly addressed the issue of A-frame signs existing in areas other than the downtown area; they were reminded that those signs are already in violation anyway.

8. Discussion and prioritization of Commission requests for 2008.

There was no action taken.

Buckel reported that her staff had researched past 2008 Minutes and compiled a list of four past agenda item requests. She added that some of the items were already being addressed. Buckel referred to issues noted at the meeting last night, and reviewed the procedure regarding determining how staff handles complaints. As for changing Code violations from a civil violation to a criminal violation, Buckel said that staff is working with the attorneys on the necessary language. In addition, the newly adopted budget included an amount for a full Code revision by the end of next year. Buckel briefly reviewed the type of information that her department provides in the monthly reports.

9. Commission Informational Reports:

Parrish announced that on September 26th, Sedona will celebrate the National Day of the Cowboy with a parade beginning at 6:00 p.m.

German said she is serving on a County committee that is studying a ballot issue being proposed by the County Supervisors to bump up the jail tax to completely support the jails; she invited input from the others regarding their opinions on that issue.

10. Staff Report

There was no further Staff report.

11. Adjournment

On a motion by Parrish, seconded by German, the meeting was adjourned at 8:55 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