

AGENDA
WORK SESSION – GENERAL PLAN UPDATE
THE PLANNING AND ZONING COMMISSION
COUNCIL CHAMBERS STE. 106 – 473 S. Main Street
THURSDAY MARCH 26, 2015
6:30PM

Note: Work Sessions are being held over the next 12 months to update the General Plan. Public participation and participation and input is encouraged during this process. Work Sessions will end no later than 8:30 p.m., and it is possible that some items will be carried over to a subsequent meeting. In addition, a majority of Council members may be present at these meetings. It is important to note that the voters will ultimately approve the General Plan in an election. If you have questions regarding these work sessions, elements of the General Plan, public participation, etc., please contact Community Development Director Mike Jenkins at (928) 554-0051 or visit our website at www.campverde.az.gov.

1. **Call to Order**
2. **Roll Call**
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 Commission so requests.
 - a. **Approval of Minutes:**
February 05, 2015 – General Plan Work Session
 - b. **Set Next Meeting, Date and Time:**
March 26, 2015 – General Plan Work Session
5. **Discussion, Public Input and Commission Consensus on Chapter 3, Land Use.**
6. **Discussion on the General Plan Work Session Schedule.**
7. **Adjournment**

Next Sub-Committee Meetings
April 01, 2015

Next General Plan Work Sessions
April 09, 2015

Please note: The Planning and Zoning Staff makes every attempt to provide a complete agenda packet for public review. However, it is not always possible to include all information in the packet. You are encouraged to check with The Community Development Department prior to a meeting for copies of supporting documentation, if any that were unavailable at the time agenda packets were prepared.

Posted by: 

Date/Time: 3-23-15 4:00PM

Note: Pursuant to A.R.S. §38-431.03A.2 and A.3, the Planning & Zoning Commission may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of Community Development.

DRAFT MINUTES
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY FEBRUARY 05, 2015
6:30 PM

1. **Call to Order**
Chairman Davis called the meeting to order at 6:30 pm.
2. **Roll Call**
Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Burnside, Hisrich and Parrish.
Absent: Commissioner Norton

Also Present: Community Development Director Mike Jenkins, Asst. Planner Jenna Owens and Recording Secretary Marie Moore.
3. **Pledge of Allegiance**
Commissioner Hisrich led the pledge.
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:**
February 12, 2015
February 26, 2015

On a motion by Blue, seconded by Freeman, Commission unanimously approves the Consent Agenda.

5. **Call to the Public for Items not on the Agenda**
No Public Comment.
6. **Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Zoning Map Density Change 20140324, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115B, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.**

On a motion by Blue, seconded by Freeman, Commission voted unanimously for approval to Council on Zoning Map Density Change 20140324, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115B, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.

Owens gave a description and history of the property and brief overview of the applicant's request. Owens explained that the request for change would also bring the property into compliance with the Planning and Zoning Ordinance, at the current property is not in compliance. Owens indicated that the town received 6 letters of support from surrounding neighbors regarding the application.

Blue voiced concern regarding meeting setback requirements, Jenkins assured it would be met.

Freeman questioned the size of parcels in the surrounding area. Owens explained the sizes and then gave an explanation of why the zoning ordinance and parcel size is not met on the surrounding properties and explained there is a provision specifically for the area of which the Community Development Director may make adjustments to the setback requirements based on legal non-conforming zoning issues. Owens did explain that with the zoning map density change they would be in compliance and conforming with the current zoning.

Davis asked if the property line would need to be 5 feet from any septic as requested by the Yavapai County Environmental Services, the applicant explained that the requirements are already met.

Jenkins explained that there is a process to ensure the applicant will meet all requirements and setbacks.

There will be no Public input on the following items:

7. Commission Informational Reports:

Burnside questioned who oversees the amendment of the Simonton Ranch PAD and if Commission would be reviewing the process.

Davis reported that he held a public meeting at the Crystal Lattice regarding the General Plan and was pleased with the turn-out. Davis indicated he received good feedback from local business owners and public regarding the progress of the General Plan and the Character Area's.

8. Staff Comments

None.

9. Adjournment

On a motion by Parrish, seconded by Freeman, the meeting adjourned at 6:45 pm.

Chairman B.J. Davis

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 Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 5th day of February, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ of _____, 2015.

Marie Moore, Recording Secretary

CHAPTER 3
LAND USE

DRAFT

VISION STATEMENT

Camp Verde is a community with a rural character. Land use within the Town should be patterned in such a manner as to create a sustainable community while respecting the rural setting. **Camp Verde embraces the need to welcome new businesses and develop more commercial opportunities for its citizens.** Therefore, we are a town that encourages appropriate development that is well balanced in its respect for our natural environment and culture. The success of the Land Use Element will depend on the ability of the Town to maintain a balance between meeting the material needs of the community while preserving the natural and cultural qualities that make Camp Verde unique.

INTRODUCTION

The physical characteristics largely determine Character Areas. **Camp Verde has identified 10 Character Areas that have been defined by looking at the common, unifying characteristics of its neighborhoods and/or land areas, such as historical use, current land use patterns, environmental qualities and cultural identities among other things.** Land use decisions are made on whether they will uphold or strengthen the character of each area. Decisions made on this basis maintain a connection to the past and preserve the positive, while defining a way forward for future appropriate and sustainable development. To remain sustainable, Camp Verde must be responsible with the maintenance and future use of its land, air and water resources.

CURRENT LAND USE AND CHARACTER

The Land Use Element honors current land ownership and uses with the vision expressed by the community. Within the incorporated town boundary of Camp Verde there are approximately 27,040 acres of which the National Forest Service administers approximately 40%. Retaining some lands as open space and public recreational serves the community vision of preserving the panoramic views of the mountains.

Table 3.1 - Town of Camp Verde Land Ownership

<u>LAND OWNERSHIP</u>	<u>APPROXIMATE ACRES*</u>	<u>PERCENTAGE OF TOTAL</u>
Forest Service	10,918	40.37%
Private	13,161	48.67%
Public Facilities	289	1.07%
State Trust Land	994	3.68 %
Yavapai-Apache Nation Reservation	1,678	6.21 %
Approximate Total Acres	27,040	100%

* Figures provided by Yavapai County GIS Department.

The scenic beauty of the Verde Valley is unparalleled. Camp Verde also boasts more than 18 miles of the Verde River within its town limits. Its lush riparian areas are visually appealing and provides habitat for several species of migrating birds and indigenous wildlife. Tourists come year round to Camp Verde not only because of this great beauty and nostalgia, but also because of the Fort Verde State Historic Park and nearby Montezuma Castle National Monument, which attracts many national and international visitors annually.

The panoramic view of Wingfield Mesa and beyond from the valley floor holds beauty enough to justify it as a preserved area. With the added concerns of soils, transportation, water, valuable view sheds and numerous archeological sites, Wingfield Mesa is not suitable for development.

Another magnificent view is from Interstate 17 coming north from Phoenix toward Flagstaff from the top of the Copper Canyon pass. Upon descending into the valley along Copper Canyon, one can view the panoramic view to the east. The expanse covers the Town of Camp Verde and of the lush green of the Verde Valley. With the grazing livestock and agricultural areas in view, it gives one a wonderful first impression of the area. Along with residential property, much of this land is National Forest and State Trust Land.

The topography of the Town consists of river valleys, hills and mesas that create steep sloped areas, (ten percent plus slope), of approximately 4,400 acres within the incorporated Town boundaries. These areas, including the Black Hills, White Hills and Wingfield Mesa, are therefore recommended to remain as public lands to avoid negative environmental impacts.

Historically, the largest land use for the Town has been lower density, one dwelling per two (2) acres, residential with residential agricultural in the form of family gardens and orchards, lending to the Town's rural atmosphere

East of Interstate 17 on State Route 260 to Finnie Flat Rd., the land use is Commercial. With State Route 260 undergoing expansion with five new intersections and four lanes, the improved traffic flows will make this location suitable for higher intensity commercial uses. The future addition of sewer service and high speed internet will make this improved corridor a key area for new commercial development. Other prime commercial areas are State Route 260 to Finnie Flat Road, Finnie Flat Road, Downtown, 260 East, and Middle Verde Road near Interstate 17. The individual Character Areas also define specific sites appropriate for commercial development.

Table 3.2 - Town of Camp Verde Land Use by Area

<u>LAND USE</u>	<u>APPROXIMATE ACRES*</u>	<u>PERCENTAGE OF TOTAL</u>
Public Lands	9,058	33.5%
Rural Residential	5,581	20.6%
Commercial Use	2,236	8.3%
Low Density Residential	1,721	6.4%

Open Space	1,698	6.3%
Yavapai-Apache Nation	1,678	6.2%
Agriculture	1,441	5.3%
Medium Density Residential	882	3.3%
Roadways	849	3.1%
High Density Residential	502	1.9%
Mixed Use – Commercial/Industrial	316	1.2%
Natural Resources	307	1.1%
Public Facilities	289	1.1%
Industrial Use	281	1.0%
Mixed Use	201	.7%
Approximate Total Acres	27,040	100%

* Figures provided by Yavapai County GIS Department)

In addition to the above listed land use designations, the community recognizes three special planning districts: Historical Town Site, Entertainment District and State Route 260 Annexation.

Historical Town Site - This recognizes the economic as well as the social importance of the area surrounding Main Street, including the Fort Verde State Historic Park. Additional information for this designation is found in the portion of this element that addresses revitalization and in the History & Culture Element.

Entertainment District - This is defined as an area in downtown Camp Verde with a significant number of entertainment, artistic, and cultural venues, including music halls, concert facilities, theaters, arenas, stadiums, museums, studios or galleries, restaurants, bars, and other related facilities. The entertainment district is a specific area designated by Town Council wherein which certain liquor licenses may be granted at locations within 300 feet of a church or school.

State Route 260 Annexation - The annexation was completed on March 02, 2005 which incorporated 237 acres along State Route 260 at the northwest boundary of the of the town. Approximately 189.3 acres are under Prescott National Forest stewardship, 45.14 acres are privately owned and 2.56 acres belongs to the Camp Verde Water System.

AMENDMENTS TO THE CHARACTER AREA LAND USE GOALS

Arizona Revised Statutes governing municipalities state that a community’s general plan must be updated every 10 years and readopted by the Town Council and ratified by voters. State law does allow amendments to the general plan prior to the 10-year re-adoption date. Arizona Revised Statutes gives requirements for how amendments can be made to the General Plan.

Table 3.3 - State Law Requirements for Amending the Land Use

State Law Requirement	Major Amendment	Minor Amendment
Public Notice in Newspaper	Yes	Yes
Letter to Property Owners within 300'	Yes	Yes
Property is Posted	Yes	Yes
P&Z Commission Public Hearing	Yes	Yes
Council Public Hearing	Yes	Yes
2/3 Council Vote Required	Yes	No
Simple Majority Council Vote	No	Yes
Town Council Resolution Needed	Yes	Yes
Scheduled Once A Year for All	Yes	No
Scheduled Throughout the Year	No	Yes
Subject to Referendum	Yes	Yes

The Community Development Director shall make the determination as to whether a proposed amendment constitutes a major or minor amendment. Appeals of such determinations shall be made to the Council. Major amendments cannot be enacted through emergency measures and could be subject to further public referendum.

Since Major amendments are considered only once a year during the month of September, applications for major amendments must be submitted no later than May 31st. Fees for general plan amendments shall be set by council resolution.

CHAPTER 3
LAND USE

DRAFT

Major Amendments

ARS defines major amendment as “a substantial alteration of the municipality’s land use mixture or balance as established in the municipality’s existing general plan land use element.”

- Changes to implementation strategies that alter the timing, cost and type of programs or activities shall not be considered a major amendment.
- Request for Character Area Map changes for parcels located within designated growth areas shall not be considered a major amendment.
- Density transfers within a designated growth area shall not be considered a major amendment.

The Community Development Director will use this checklist to determine if a Character Area Land Use Chart change is a major or minor amendment. A Major Amendment is any proposal that meets any one of these criteria.

Table 3.4 - Major General Plan Amendment Criteria

CRITERIA	MAJOR AMENDMENT
Significant change to the Circulation Element such as but not limited to: <ul style="list-style-type: none"> • A change in the functional classification of existing or planned public roadways. • The relocation or displacement of existing or planned public roadways. 	X
Proposed development uses more than 15 acre-foot* of potable** water per year***	X
Any land use amendment contiguous to property previously amended through the minor amendment process.	X
Contiguous to a growth area and 100 acres or greater in size	X
Not contiguous to a growth area and 25 acres or greater in size	X
Text change in conflict with approved General Plan	X

*Acre-foot – 325,851 gallons, enough water to cover an acre to a depth of one foot.

** Potable water – water that is safe for human consumption and many other uses such as washing and cooking.

*** 15 acre-feet of potable water are enough for approximately 48 single-family residential units and approximately 44 multi-family residential units. The amount of commercial development that 15 acre-feet of potable water can sustain depends on the type of commercial use.

*** The Benchmark of the 15 Acre Feet of Potable water per year was identified the previous 2005-2015 General Plan and was approximately 1.2% of the projected potable water use for Camp Verde.

A more current Build-Out Calculation was performed for this General Plan update utilizing the previous 15 Acre Feet of Potable water Benchmark and an assumed 2.15 persons per housing unit as extrapolated from the 2010 U.S. Census Data. Also, all data for this Build-Out calculation was taken from the "Water Demand and Conservation Assessment for the Town of Camp Verde" (WDCA), as prepared by Western Resource Advocates dated April, 2014.

CHARACTER AREAS

The ten individual Character Areas within the Town of Camp Verde are defined in detail following this general introduction. Those descriptions identify the character, existing land use and future land use goals for each of the Character Areas, which are:

260 West
Finnie Flat
Downtown
260 East
Middle Verde
Pecan Lane
McCracken
Quarterhorse/Rancho Rio Verde
Salt Mine
Clear Creek

APPENDIX

Implementation Guidelines, Non-residential Zoning District Descriptions and General Definitions

IMPLEMENTATION GUIDELINES

The Land Use Element does not reflect the intended zoning of individual parcels, but rather generalized desired future land use.

In reference to residential densities noted in the Character Area Charts, it is important to note that the target residential densities identified are only targets or goals. Similarly, the maximum General Plan density ranges should not be viewed as entitlements or guarantees. When the General Plan recommends an area for higher densities, it does not mean that every zoning case or proposed development should assume the upper end of that range. The appropriate density will be determined by a multitude of factors; existing and planned adjacent developments, infrastructure (including utilities, streets, parks and schools), physical topography,

provision for public transit services and facilities, neighborhood interaction, and external factors (e.g. existing character of area, environment conditions, and land ownership patterns, among others). On the other hand, a target density does not mean that individual projects cannot or will not be approved at a higher density if the project complies with documented community goals and objectives.

NON-RESIDENTIAL ZONING DISTRICTS

Camp Verde Non-Residential Zoning Districts referred to in the following Character Area Charts:

- **RS DISTRICT** (Residential and Services)
- **C1 DISTRICT** (Commercial: neighborhood sales and services)
- **C2 DISTRICT** (Commercial: general sales and services)
- **C3 DISTRICT** (Commercial: heavy commercial)
- **PM DISTRICT** (Performance Industrial)
- **MI DISTRICT** (Industrial: general)
- **M2 DISTRICT** (Industrial: heavy)
- **PUD DISTRICT** (Planned Unit Development)
- **OS DISTRICT** (Open Space resource conservation zone)
- **AG DISTRICT** (Agricultural)

RS District (Residential and Services) - The RS District is intended to permit limited services and similar non-residential uses in addition to residential dwelling units. Manufactured, Modular or Site Built. Mobile Homes Prohibited.

C1 District (Commercial: Neighborhood Sales and Services) - The C1 District is intended to permit limited business uses, as well as residential uses, to provide convenient supporting and service needs for nearby residents. Manufactured, Modular or Site Built.

C2 District (Commercial: General Sales and Services) - The C2 District is intended to permit a broader range of business uses compatible with permitted residential uses in the District and surrounding vicinity.

C3 District (Commercial: Heavy Commercial) - The C3 District is intended to accommodate a broad range of commercial sales and service uses, excluding certain activities and operations for which Industrial District zoning (PM, M1, M2) is required.

PM District (Performance Industrial) - The PM District is intended to promote the development and operation of certain uses (such as, but not limited to, laboratories, light manufacturing and assembly) in a limited manner to foster residential compatibility in the vicinity of such industries. Restrictions on type of structures and uses, control on height and density, prohibitions against open land uses, mitigation of such nuisances as fumes, odors, noise, glare and vibration, prohibition of general retail sales and service or other uses that cater to the general public, as well as landscaping requirements, are established to protect the use and enjoyment of nearby dwelling units; however, prohibition of residential uses in the District, itself, is intended to reserve the PM zoned land for industrial development.

M1 District (Industrial: General) - The M1 District is intended to provide the type of industrial facilities that, while not necessarily attractive in operational appearances, are installed and operated in a manner so as not to cause inconvenience or substantial detriment to other uses in the District (or to adjacent Districts).

M2 District (Industrial: Heavy) - The M2 Districts accommodate areas of concentrated fabrication, manufacturing, and industrial uses that are suitable based upon adjacent land uses, access to transportation, and the availability of public services and facilities. It is the intent of these districts to provide an environment for industries that is unencumbered by nearby residential or commercial development.

PUD District (Planned Unit Development) – The Planned Unit Development designation allows the site planner to propose the best use and arrangement of the land, with fewer constraints than those imposed by the existing zoning. Site planners can arrange buildings in any desirable manner, eliminate setbacks to save natural features, cluster without side yards, and request similar design adjustments.

OS District (Open Space resource conservation zone) – This designation incorporates the types of uses defined for the Open Space Designation in the AZ Growing Smarter and Growing Smarter Plus Legislation to include: undeveloped nature preserves, natural buffer zones, sensitive riparian areas, trail corridors, agriculture use of five acres or more, limited use outdoor recreation sites, multiple use recreation sites such as community parks, playgrounds and fairgrounds. Per Arizona Revised Statutes, a land use of one dwelling per acre will be allowed on properties the land owner has not granted written permission allowing the Open Space designation.

AG District (Agricultural) – This designation is for lands that are used or can be used principally for raising crops, fruits, grains, livestock, and similar farm products. This land use designation will build on Camp Verde’s past and present as a farming and ranching community. It includes property five acres or more in size. Per Arizona Statutes, property designated as agricultural use will be allowed a minimum use of one dwelling per acre unless the property owner has given written permission for the agricultural use land designation.

GENERAL DEFINITIONS:

Character Area - Character Area Planning is the term given to an area-based approach to land use planning. It is a technique that identifies and interprets the notable qualities and historic features that unite like neighborhoods and/or land areas. Recognizing these qualities and features give the present day landscape a connection to the past while defining a way forward for future development.

Commercial – This designation will encompass neighborhood commercial areas and areas that provide retail and services to meet the needs of the entire community.

Industrial – This designation allows for manufacturing and processing, wholesaling, warehousing, distribution activities, indoor/outdoor storage operations. Residential use is not permitted.

National Forest – This designation is for National Forest Land accessible to the public for active or passive recreational uses. The Town Council will actively work with the USFS to remain informed of which public lands will be subject to exchange in the future.

Natural Resources – This designation allows for the removing and processing of natural materials, conducted in a manner that reflects the vision of the community.

Public Facilities – This designation may include public, semi-public, or quasi-public uses including government offices, police/fire stations and substations, schools, libraries, community centers, fairgrounds, wastewater treatment plants, etc. and can be located in any zoning district.

Yavapai-Apache Nation – This land use designates property held in trust status for the Yavapai-Apache Nation. The Town has no jurisdiction over this property. The Yavapai-Apache Nation’s Council and Economic Development Authority will determine the future land use of this property.