MINUTES
WORK SESSION - GENERAL PLAN UPDATE
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE – 473 S. MAIN ST., CAMP VERDE, AZ 86322
COUNCIL CHAMBERS SUITE 106
THURSDAY, APRIL 10, 2014
6:00 P.M.

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 6:00 PM by **Chairman Davis**.

2. **Roll Call**
Chairman Davis, Commissioners Hisrich, Blue, Parrish, and Hough were present;
Vice Chairman Norton and Commissioner Freeman were absent.

Also Present: Community Development Director Michael Jenkins, Assistant Planner Jenna Owens, Permit Technician and Recording Secretary Kendall Welch.

3. **Pledge of Allegiance**
The Pledge of Allegiance was led by **Community Development Director Michael Jenkins**.

4. **Approval of Minutes:**
March 20, 2014 – General Plan Work Session
On a motion by **Commissioner Hough**, seconded by **Commissioner Parrish**, the Commission voted unanimously to approve the minutes.

5. **Statement of action points from the Wednesday, March 26th, 2014 Land Use Sub-Committee meeting.**
Chairman: BJ Davis

Chairman Davis gave a summary of the action points taken from the March 26th, 2014 Land Use Sub-Committee meeting that included: Mayor, Charles German; Town Manager, Russ Martin; and Economic Development Director, Steve Ayers. **Davis** informed the Commissioners that a new target date of November 2016 had been discussed and agreed upon as an acceptable time frame for updating the General Plan. **Davis** will be working on a revised calendar to map out progress and will be presenting it at the next Land Use Sub-Committee meeting. **Davis** also went on to say that there were a number of valuable suggestions that came out of the meeting including: referencing relevant studies within the General Plan to create a comprehensive document; creating a matrix of public involvement to identify missing focus/interest groups or demographics; and adding additional language to the General Plan to speak to the fact that despite public perception, Camp Verde is a business friendly town.

Community Development Director Michael Jenkins commented there was confusion from staff about the 1998 Visioning Study that was mentioned during the March 26th Land Use Sub-Committee meeting and asked if the Visioning Study was the same document as the 1998 General Plan. **Tony Gioia** explained the 1998 Visioning Study was not the same document as the 1998 General Plan and that it was a stand alone document. **Gioia** advised staff and the Commission to contact Joel Westervelt for copies of the 1998 Visioning Study. **Susie Burnside** also suggested that staff and the Commission contact Steve Thompson for a copy of the study. **Jane Whitmier** added that the current process for updating the General Plan was no where near the same process that was used during the 1998 General Plan. **Jenkins** agreed to contact

Westervelt and Thompson to locate a copy of the 1998 Visioning Study and reminded the Public and Commission that the current General Plan process is strictly an update due to limited staff and resources and not an entire re-write.

Susie Burnside, a resident of the "Uptown/Downtown" character area commented that she felt Camp Verde already has its own unique character, and went on to say that she thought the idea of different character areas within the town seemed divisive rather than unifying. **Burnside** cautioned that certain areas of town might feel as though they are not part of our town, and that it appeared to her that the addition of character areas has done nothing but throw a monkey wrench into things.

Community Development Director Michael Jenkins gave a brief synopsis for members of the Public that have not attended previous General Plan work sessions as to how the idea of character areas came about. **Jenkins** explained the concept of character areas was discovered by the Mayor, Charles German, and Economic Development Director, Steve Ayers at a recent Arizona League of Cities and Towns conference. **Jenkins** went on to say that after an initial discussion with staff, a joint session was held between the P & Z Commission and Town Council where it was decided that the P & Z Commission would attempt to work character areas into the General Plan update and report back to Town Council at a later date. **Jenkins** explained that one of the many benefits to using character areas is that it allows the Public to identify specific areas or "bright spots" within the town and allows them to create a specific plan for each of those individual character areas. With a more focused plan, the need for an applicant or developer to obtain a Major General Plan amendment, which only happens once every year, could potentially be avoided, which is one of the main concerns that has been expressed to the Mayor and Economic Development Director by developers in the area.

Tony Gioia expressed that while he likes the idea of character areas, he disagrees with circumventing aspects of the General Plan, such as Major and Minor General Plan amendments. **Brenda Hauser** commented that she feels the same as Gioia, however, she is here to make character areas work, and that she only wants what is best for the future of her children, grandchildren, and Camp Verde.

Susie Burnside commented that up until recently she has had no neighbors for the last year and a half, and expressed that it is good to see young families beginning to move into town to carry on our traditions. **Chairman Davis** agreed with **Burnside** that young families moving to Camp Verde is a good thing. **Davis** stressed that the Commission's intent is to make those types of positive things happen while still considering what is appropriate land use for town. **Davis** stated that he disagrees with **Gioia** and does not see character areas as a way of circumventing the General Plan, and that he still expects there will be the need for some Major and Minor General Plan amendments. **Davis** added that there needs to be a way to add some economic vibrancy to the town while still respecting the existing character of Camp Verde.

Tony Gioia stated that while he has been supportive of expansions previously, he now chooses to protect Camp Verde's vistas, scenic view sheds, and open space as he feels they will be threatened by development if the process is streamlined. **Commissioner Blue** disagreed with **Gioia** stating that the addition of character areas does not change the underlying zoning, and that the Commission is not giving anything away to developers. **Bob Burnside** commented to Commissioner Blue that Community Development Director Michael Jenkins had previously made the comment that the people of a particular character area will be the ones to make the decision as to what occurs within their character area, which is misleading in regards to the comment he had just made.

6. **Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other than residential for the "Middle Verde" Character Area.**
The public is encouraged to give input. Staff: Michael Jenkins

Community Development Director Michael Jenkins deferred to staff for the update on the Middle Verde character area chart. **Permit Technician Kendall Welch** stated that items that appear in red within the columns of physical description, built environment, circulation, and points of interest were changes that had

been made by consensus of the Commission during the last Middle Verde character area discussion. **Welch** stated the change that had been brought to the Land Use Sub-Committee meeting for approval, passed, and was now appearing in front of the Commission for approval, appeared in red within the fifth column of the chart, density and non-residential districts, under the preferred non-residential zoning districts. **Community Development Director Michael Jenkins** illustrated on the Middle Verde character area map that the change in text would extend the southern boundary line of the preferred RS/C1/C2 area approximately a quarter of an inch further down map. **Commissioner Hisrich** questioned the reason behind the proposed text change. **Jenkins** responded staff had received input from one of Land Use Sub-Committee members, who owns a piece of property just south of the initial proposed RS/C1/C2 boundary, who had shared her business plan with staff and other members of the Land Use Sub-Committee and expressed the desire for her property to be included in the proposed preferred RS/C1/C2 area. **Chairman Davis** added that by approving the change in wording, the property owner would still need to go through the process of a Zoning Map change in order to change the zoning on the property to allow for a commercial use. **Davis** also added that he was supportive of making the change as it made sense and would allow for open lines of communication between staff and the property owner at a later date.

Susie Burnside stated that she felt the Commission should be discussing the General Plan, not specific issues such as this particular piece of property. **Burnside** cautioned the Commission about being so specific within the General Plan and that it could affect voter approval of the General Plan. **Commissioner Hough** reiterated that the proposed text change is just enlarging an existing, already colored zone on the current Land Use Map. **Burnside** responded that she didn't have any objections to expanding the existing zone. **Jane Whitmier** added to the discussion that once the character areas have been completed it will allow the Public and Commission to examine the General Plan using a holistic view to see what is happening and where it is happening. **Chairman Davis** also added that as the process moves along there will be more opportunities for the citizens to get involved and express concerns in various forms such as open houses, etc.

Bob Burnside questioned if the opportunity already exists for the land owner to achieve what she wants to achieve with her piece of property within the current process, or if the addition of the character areas will give her any advantages with the Commission at a later date. **Community Development Director Michael Jenkins** stated that under the character area process, because it would be a preferred use, the land owner would not have to go through the process of a Major General Plan amendment. **Rob Witt** illustrated a current example of how a small, two acre piece of property, that would generally not require a Major General Plan amendment under the current process, could potentially have to endure the process of a Major General Plan amendment given current verbiage within the General Plan.

Burnside again questioned the advantages of a character area and asked for transparency. **Chairman Davis** clarified under the current process it would require this particular land owner to go through a Minor General Plan amendment and then a Zoning Map change. **Davis** stated under the character area process all that would be required of the land owner would be a Zoning Map change. **Rob Witt** provided a brief cost analysis benefit to character areas over the current process.

Chairman Davis asked for input from the Commissioners. **Commissioner Hough** stated that expanding the preferred RS/C1/C2 line is ok with him. **Commissioner Parrish** had no comment. **Commissioner Blue** agreed with **Commissioner Hough**. **Commissioner Hisrich** added there would be somewhat of a predisposition under the character area process and explained that there would need to be some education on the new process as there is that risk as pointed out by Burnside.

Susie Burnside asked how many major and minor amendments there have been since the first General Plan adoption and questioned if the Commission was trying to perhaps address an elephant that is not in the room. **Assistant Planner Jenna Owens** stated since 2004 there have been several minor amendments but no major amendments to the General Plan.

Jane Whitmier commented that she is fearful that there might currently be an elephant in the room, even

though there have never been any major amendments made to the General Plan. **Whitmier** added that additional responsibility and accountability should be put on the Commission and Council to make appropriate recommendations regarding zoning. **Whitmier** continued to say that recommending a particular zoning solely based on what is next to or across the street from it is a faulty rationale and might not be what the citizens truly want to see. **Chairman Davis** interjected that the decision Whitmier was referring to was not based on an adjacency, and was made by taking into account business impacts, and other local issues. **Whitmier** clarified after further discussion that the point she was trying to make was that the General Plan should act as a guide for future Commissions and Councils and that just because there is an intensive use that already exists in an area, does not always mean the citizens want to see another intensive use in that same area.
Tony Gioia commented that he feels his property on Oasis Road, could potentially fall under a Proposition 207 (Takings) due to the fact the Finnie Flat character area is gearing more towards commercial land uses. **Chairman Davis** interjected that this comment is off topic and that a discussion addressing Gioia's concern needs to be happen at the next Land Use Sub-Committee meeting. **Davis** recommended Gioia consult the most current map of the Finnie Flat character area as he feels the property in question now falls into the Salt Mine character area, which will be primarily residential in nature.

Susie Burnside suggested information regarding sewer availability be added to the Finnie Flat character area.

Chairman Davis asked if there was consensus among the Commission on the proposed modification from the existing U.S Forest Service boundary to Lucile Circle and North Private Drive. **Commissioner Hisrich** stated that he did not agree.

On a motion by **Commissioner Hough**, seconded by **Commissioner Blue** for consensus to approve the RS/C1/C2 located near Interstate 17 and Middle Verde Road, West across Arena Del Loma to the Verde River and South along both sides of Arena De Loma to Lucile Circle and North Private Drive, **Chairman Davis, Commissioners Hough, Blue, and Parrish** are in favor. **Commissioner Hisrich** is opposed.

In addition, it is the consensus of the Commission to strike Cloverleaf Ranch from the Points of Interest column under Yavapai-Apache Nation Middle Verde Tribal Community.

7. **Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other than residential for the "Historic Downtown" Character Area.**
The public is encouraged to give input. Staff: Michael Jenkins

Chairman Davis asked if there were questions in regard to the Historic Downtown character area map. **Susie Burnside** asked why the historic downtown area had been expanded and referred to the 1918 plat that was referenced in the original General Plan and Historic Survey. **Burnside** also commented that in regards to the name of the character area it appeared to her that Camp Verde needs to decide what it wants to be and grow up. **Community Development Director Michael Jenkins** commented that the name for the character area had initially been chosen by staff in an attempt to describe the character of the area. **Commissioner Hough** commented that all of the land eventually needed to be placed into a character area and that it was his suggestion to add the additional land the Fort originally used to the Historic Downtown character area as a way to define the original settlement. **Burnside** asked if the Commission had the option to not move forward with character areas at all.

Chairman Davis commented that the Commission has been tasked by Council to create character areas. **Davis** reiterated that the Commission will be moving forward with the character areas for now. **Susie Burnside** asked if the last regular Planning and Zoning Commission meeting was being counted as public input from the Middle Verde character area. **Davis** responded no, because the meeting was in regards to a specific use permit and was not a Middle Verde discussion.

Chairman Davis asked the Commission if there was any specific input regarding the name of the Historic

Downtown character area. **Commissioner Hough** asked to remove historic and commented that he had heard enough argument over it. **Hough** suggested the character area be called Downtown. **Commissioner Parrish** suggested Uptown. **Commissioner Blue** states that to him the area is commerce, and should be called Downtown. **Commissioner Hisrich** states he prefers the Downtown designation as well.

Brenda Hauser commented that she doesn't think historic should be removed from the name because of the Fort and various other buildings within the area. **Commissioner Hough** agreed with Hauser, but commented that he doesn't want to take away any individual property owner rights by using the term. **Susie Burnside** suggested the use of the term historical, rather than historic. **Jane Whitmier** stated that she is ok with either Uptown or Downtown. **Whitmier** also stated that she does not care for the term historical, and that she views Camp Verde to be historic and tourists will recognize the area as historic as well. **Katherine Davis** disagreed with Whitmier and stated that the citizens do not like the word historic, and referenced the newspaper article that appeared in the Bugle. **Davis** went on to say that and the public views the term historic as a way for the town to exercise more control over properties and individual property owner rights. **Bob Burnside** suggested the area be named the "Historically Downtown Area of Camp Verde." **Tony Gioia** referenced Historic Downtown Prescott that has a Historic District within a Historic Downtown. **Robert Foreman**, resident of the Historic Downtown character area, stated that he doesn't want to live within a historic district. **Foreman** cautioned the Commission against the use of the word historic as it can mean many different things and also stated that he would be agreeable to any other name as long as the word historic was not used. **Susie Burnside** stated that she agrees with the statements made by Davis and Foreman. **Burnside** also suggested the Heritage Trail be added to the circulation column.

Commissioner Hisrich stated that the word historical will inevitably be shorted to historic and that historical has the same connotations as historic and is opposed to that term. **Chairman Davis** suggested the Commission use Downtown as a place holder for now until they have better representation from the citizens who live within the area.

Brenda Hauser asked why Boss Head house off of Afton Lane was not included in the Downtown character area. **Commissioner Hough** explained that it was left out of the Downtown character area on purpose so that it could be placed in the Salt Mine character area so that the building will remain residential and will not be turned commercial. **Katherine Davis** suggested if the building is that valuable that it needs to be designated as historic.

Commissioner Blue commented that there are two commissioners who have personal residences and business within the character area. **Blue** went on to say that he felt there was adequate representation for the Downtown character area to decide its name. **Rob Witt** added to Commissioner Blue's statement by clarifying there are six people in the room who reside in the Downtown character area. **Robert Foreman** clarified that he is not a member of the Land Use Sub-Committee, and is speaking strictly as a resident of the area, and again reminded the Commission that the word historic has a lot of other potential meanings and should be avoided.

Jane Whitmier suggested the Commission take a look at connectivity within the area, including the need for sidewalks and trails. **Whitmier** also suggested the Commission look at the types of commercial development and other features the public wants to see within this area. **Rob Witt** suggested the name of the character area be changed to Fort Verde since it is a positive draw to the area. **Whitmier** cautioned that naming the character area after the Fort might be offensive to the Yavapai-Apache Nation. **Commissioner Hisrich** agrees. **Chairman Davis** again suggested using Downtown as a place holder for now.

On a motion made by **Chairman Davis**, seconded by **Commissioner Hough**, the Historic Downtown character area will now be referred to the Downtown character area. **Chairman Davis, Commissioners Hisrich, Blue, Parrish, and Hough** are all in favor. No opposed.

Chairman Davis asked for comments concerning the Downtown character area chart.

Commissioner Hough suggested the second paragraph read "While the Verde River does flow..." **Chairman Davis** suggested staff strike the word Historic anytime it appears in reference to Historic Downtown. **Susie Burnside** suggested the addition of Camp Verde Water to water resources. **Jane Whitmier** suggested striking "Home to Camp Verde's Historical Society". **Chairman Davis** suggested clarifying that part of or a portion of the Yavapai-Apache Nation Camp Verde Tribal Community is located within this character area.

Susie Burnside commented that charter schools and medical services are community services, not a business, and should be moved. **Jane Whitmier** asked for clarification about what was included in the charter schools designation as she remembered there being more schools listed under community services. **Permit Technician Kendall Welch** clarified that some of the schools that had appeared on the previous draft version of the Downtown character area chart were actual charter schools, therefore they were combined under a generic heading like previous character areas had been handled.

Susie Burnside commented that she has concerns about the major roads in general, specifically Hereford Street. **Chairman Davis** commented that he will take the suggestion to rework the entire major roads section under consideration. **Burnside** requested the addition of Heritage Trail to appear under major trails. **Commissioner Hisrich** clarified with staff that major trails is currently being used as a place holder and will be filled in when we get to that particular element within the General Plan.

Commissioner Hough suggested the addition of the Chamber of Commerce and questioned the Assemblies of God Church Hall and Boler's Motel under points of interest. **Permit Technician Kendall Welch** stated she will go back through the Historical Survey and clarify the location and relevance as a historic site. **Chairman Davis** asked for clarification too as to what all is addressed in the Historic Survey. **Jane Whitmier** stated the information that is contained within the Historic Survey include some buildings that are not listed on the register but meet the definition of a historic building. **Commissioner Parrish** stated he thought Boler's Motel might be Barker's Motel and that the name of Thurman's Power Garage might be incorrect as well. **Whitmier** stated that the Historical Survey does not indicate which buildings are still in existence today. **Chairman Davis** and **Olive Fox** both stated they thought buildings that are no longer in existence should not be included on the chart. **Chairman Davis** asked the Commission to send the historical points back to the Land Use Sub-Committee for further discussion.

Susie Burnside again suggested that Camp Verde Water be added to water resources. **Olive Fox** asked for the addition of the fresh food market and gazebo to be added to the points of interest column. **Fox** also commented that Hollamon Street in the Downtown character area should be allowed to convert existing buildings into a place for commercial shopping.

Bob Burnside commented that the General Plan should mention what types of utilities are available in certain character areas including sewer, power, etc. **Community Development Director Michael Jenkins** commented that utilities are not typically mentioned or addressed in a General Plan. **Commissioner Hough** suggested they could be added to the built environment column. **Rob Witt** commented that utilities do not need to be included in a ten year plan. **Katherine Davis** commented that she has never gone to a community's General Plan for utility information.

8. **Determine the next Character Area to discuss.**

This agenda item was not discussed.

9. **Adjournment**

On a motion made by **Commissioner Parrish**, seconded by **Commissioner Hisrich** the meeting was adjourned at 8:01 PM.

For Commissioner Davis

BJ Davis, 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 Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 10th day of April 2014. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 28th of April, 2014.

Kendall Welch, Recording Secretary