MINUTES
WORK SESSION
PLANNING & ZONING COMMISSION
Of the TOWN OF CAMP VERDE
COUNCIL CHAMBERS · 473 S. MAIN STREET ROOM 106
THURSDAY, MAY 8, 2014 at 6:00 p.m.

Minutes are a summary of the discussion. They are not verbatim.
Public input is placed after Commission discussion to facilitate future research.

1. **Call to Order**
Call to Order at 6:00 p.m.

2. **Roll Call**
Vice Chairman Chip Norton, Commissioner Greg Blue, Commissioner Howard Parish, Commissioner Jim Hisrich, and Commissioner Mike Hough are present.
Chairman B. J. Davis arrived at 6:06 p.m.; Commissioner Dave Freeman arrived at 6:07 p.m.

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

3. **Pledge of Allegiance**
Commissioner Parish led the pledge.

4. **Approval of Minutes:**
April 24, 2014 – General Plan Work Session
Commissioner Hisrich made a motion to approve the minutes. Motion seconded by Commissioner Blue. Motion passed unanimously.

5. **Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other than residential for the "Salt Mine" Character Area. Staff: Michael Jenkins.**

Community Development Director Michael Jenkins gave a brief summary to the Commission about the Salt Mine character area. Jenkins states, that at the request of the sub-committee members and Chairman B. J. Davis, an expanded map of the Salt Mine character area had been provided to clear up some of the confusion related to the group care facility near the intersection of State Route 260 and Salt Mine Road. Permit Technician Kendall Welch state that while generating the expanded map for the sub-committee members, it was discovered that one of the boundary lines shared by the Salt Mine and Downtown character areas had been drawn incorrectly. Welch continued on to say that after correcting the line, it was discovered that the group care facility was intended to go in the Downtown character area, not the Salt Mine character area. Jenkins and Assistant Planner Jenna Owens also clarified that the original intent of the Salt Mine character area was for it to remain residential, and that the commercial areas were intended to be placed in the Downtown character area. Owens also stated that the group care facility, zoned RS, could be placed in either of the two character areas.

LAND USE: SALT MINE CHARACTER AREA

Physical Description: After further discussion and clarification of the boundary line between the Salt Mine and Downtown character areas, it is the consensus of the Commission that the boundary line will be moved to match the original intent of the Salt Mine character area (residential), and to keep the group care facility, the dental office and the Fire Department in the Downtown character area (commercial).

Tony Gioia and Kathy Davis discussed the boundary line on Oasis.

Chairman Davis advised that several citizens have expressed an interest in the boundary lines on the Finnie Flat character area and that all of the character area boundaries will be revisited and finalized when all the character areas are finished and the entire map can be looked at as a whole.

Built Environment: Commissioner Hough requested clarification on the addition of Home Occupations under

Built Environment/Businesses in this character area as it has not appeared in any of the other character areas that have been reviewed. Jenkins stated that home occupations can occur in any character area. He continued on to say that home occupations are considered, granted or denied, on a case by case basis through the business license process. Chairman Davis advised the Commission that the sub-committee has recommended the addition of home occupations to appear in all character areas.

It is the consensus of the Commission to include home occupations to the Built Environment/Businesses on all character areas.

Circulation: Commissioner Hough stated that the Land Use chart currently shows I-17 and State Route 260 under the Major Interchanges section, which is a misprint and needs to be amended to show General Crook Trail and State Route 260.

Councilmember Gordon stated that the Copper Canyon Trail should be added under Major Trails.

Points of Interest: Councilmember Gordon and Chairman Davis requested Copper Canyon Trailhead be added under the Parks and Recreation section.

Density: Chairman Davis restated that the boundary line between the Salt Mine and Downtown character areas had been moved back to its original location so that all of this character area can remain residential.

Commissioner Freeman questioned the area near I-17 and General Crook Trail illustrated on the current land use map as commercial. Commissioner Hough clarified that the proposed commercial area was part of the Ruskin Land Trade that never occurred. Tony Gioia suggested to amend the area to reflect the change since it never occurred. Commissioner Hough also added that if any party was interested in land at the I-17 and General Crook Trail interchange and applied for commercial use, a major General Plan amendment would be then be required. Commissioner Hough stated the intent of the Salt Mine character area is to be residential without commercial uses. Tony Gioia agreed.

It is the consensus of the Commission to approve Salt Mine Character Area at 6:25 p.m.

6. **Discussion, Public Input & Commission Consensus for proposed residential densities & land uses other Than residential for the "Quarterhorse" Character Area. Staff: Michael Jenkins.**

LAND USE: QUARTERHORSE/RANCHO RIO VERDE CHARACTER AREA

Physical Description: Community Development Director Mike Jenkins presented a brief summary of changes proposed for the Quarterhorse character area. Jenkins explained that during the last sub-committee meeting, members had recommended that the area known as Rancho Rio Verde be added to the Quarterhorse character area due to similarities the two areas shared. Jenkins then presented a revised character area map to the Commission for discussion.

Commissioner Hough stated that he had suggested, at a previous work session, to move the Rancho Rio Verde area into the Clear Creek character area for continuity and access.

Tony Gioia stated the blue area shown on the current land use map was not zoned agricultural, only proposed land use at this time; the current zoning is RCU-2A. Mike Jenkins stated that RCU- 2A are residential two acre parcels. Suzie Thompson stated the privately owned land in this area are larger pieces of property and is more similar to Quarterhorse character area.

Kathy Davis advised the Commission that the Clear Creek character area contained developed areas that are not agricultural, and that the Quarterhorse area is agricultural, as well as stating that Rancho Rio Verde fits the

Quarterhorse character area better.

Tony Gioia stated Rancho Rio Verde is different than Quarterhorse, as Rancho Rio Verde contains new ranchettes and Quarterhorse is older ranchettes, but agrees that the character of Rancho Rio Verde fits the Quarterhorse character area better than any other character area.

Commissioner Blue reminded the Commission that the sub-committee members felt the residents of Rancho Rio would be happier if included in the Quarterhorse character area, rather than being lumped into the Clear Creek character area. Blue also stated that Rancho Rio Verde is similar to the Quarterhorse character area, and there is a definite difference in character between Rancho Rio Verde and Clear Creek character area and he also stated he felt there was no continuity other than circulation with the Clear Creek character area.

Chairman Davis requested clarification from staff regarding the proposed "blue boundary line" on the map. Assistant Planner Jenna Owens explained the current land use map and the proposed boundary lines for the Quarterhorse/Rancho Rio Verde character area.

Jennifer Dutton suggested moving the boundary lines to include the acreage, pastures and 2+ acre parcels in the Sierra Verde and Hacienda areas as they were the same type of ranchettes and residential/agricultural uses as the Quarterhorse character area, instead of having them in the Clear Creek character area.

Tony Gioia agreed with Dutton, and suggested the boundary line go around the White Hills Trailer Park and follow the creek to include these parcels of land in the Quarterhorse character area.

At the request of the Commission, Permit Technician Kendall Welch accessed the County GIS mapping for the Commission to see the actual parcels located in this specific area.

Tony Gioia proposed a boundary line along Verde Lakes that included these rural/pasture parcels that would fit into the Quarterhorse character area.

Commission discussion on the new boundary line for the Quarterhorse character area shifted to the area known as Shield Ranch (now owned by the Nature Conservatory). Commission discussion touched on roads and legal access in that particular area.

Kathy Davis stated that access has not been a factor in designating previously defined character areas, and stated that she did not believe it should affect the designation of lines in this character area, but that it was important to keep similar properties together. Davis also added that the Clear Creek character area has Forest Service land that can act as a buffer between the higher densities of the Verde Lakes area.

Commissioner Hisrich stated perhaps a new character area should be created for the large agricultural areas including Shield Ranch. Commissioner Hough stated he did not believe a new character area designation was necessary, Shield Ranch being owned by the Nature Conservatory may at some time become a State Park, but in any event, it would not be subdivided or developed, so it can be included in any of the currently defined character areas.

Tony Gioia and Kathy Davis discussed proposed boundary lines through portions of Shield Ranch, and along the outside edge of Verde Lakes and the buffer attributes that could be provided by Forest Service lands.

After the discussion of multiple suggestions on boundary lines, Chairman Davis asked if there was Commission consensus that the new boundary line should follow Sierra Verde Road, exclude the area known as White Hills Trailer Park, and run along Rooster Road to Zachary Lane then south to the Town boundary line so that all of Shield Ranch can be included in the Quarterhorse/Rancho Rio Verde character area.

It is the consensus of the Commission to approve the new boundary lines for the Quarterhorse/Rancho Rio Verde character area. An updated character area map will be drawn and provided by staff at a later date.

It is the consensus of the Commission to approve the character area name of Quarterhorse/Rancho Rio Verde for this revised character area.

Built Environment: Jennifer Dutton requested agriculture uses be included in the Built Environment. Chairman Davis stated that under Density and Non-Residential Districts, agricultural uses are included in all character areas.

Kathy Davis requested Rancho Rio Verde be added to the Neighborhoods section.

It is the consensus of the Commission to approve the Built Environment with addition of Rancho Rio Verde under "Neighborhoods".

Circulation: Commissioner Hough stated that he felt the Major Road section needs to be revisited in all of the character areas. Commissioner Norton suggested the addition of Sierra Verde Road to the Major Roads section, and State Route 260 and Sierra Verde Road to the Major Intersections section.

It is the consensus of the Commission to approve the Circulation with addition of Rancho Rio Verde and Sierra Verde Road under "Major Roads, and addition of State Route 260 and Sierra Verde Road under "Major Intersections".

Points of Interest: Brenda Hauser and Assistant Planner Jenna Owens discussed encouraging the possible expansion of the Clear Creek Cemetery. Owens stated that the Cemetery was at maximum capacity and that private parties were looking into possible expansion. Chairman Davis suggested the encouragement of the cemetery should be placed under the Preferred Non-Residential Zoning District section.

Kathy Davis suggested the addition of Rockin' River Ranch to the Parks and Recreation section.

It is the consensus of the Commission to encourage expansion of the cemetery under the "Density and Non-Residential Districts" column, and to include Rockin' River Ranch under "Parks and Recreation".

7. **Determine the next Character Area to discuss:**

It is the consensus of the Commission that the next character areas to be discussed at the May 22nd General Plan Work Session will be the 260 East, McCracken, and Clear Creek character areas.

Next Sub Committee Meeting: Wednesday, May 14, 2014
Next General Plan Work Session: May 22, 2014

8. **Determine Adjournment.** Commissioner Hisrich made a motion to adjourn the meeting at 7:15 p.m. Motion seconded by Chairman Davis. Motion passed unanimously.

Chairman B. J. Davis

Michael Jenkins – Community Development Director

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Planning and Zoning Commission of the Town of Camp Verde during the Work Session held on May 8, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 27 day of May, 2014.

Jenna Owens for Lynn Riordan

Lynn Riordan – Recording Secretary