MINUTES

THE PLANNING AND ZONING COMMISSION
GENERAL PLAN UPDATE
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS SUITE 106
THURSDAY FEBRUARY 13, 2014
6:00 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 at 6:00pm**
   The meeting was called to order at 6:00pm by Chairperson Davis.

2. **Roll Call**
   Chairperson Davis, Commissioners Blue, Parrish, Hough, Hisrich, and Norton. With Commissioner Freeman coming into the meeting after the start at 6:26pm, all present.

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

3. **Pledge of Allegiance**
   The Pledge was led by Commissioner Parish.

4. **Approval of Minutes** – No minutes for approval.

5. **Statement of Intent of Work Session meetings for updating the General Plan.**

   Chairperson Davis, presented to the public that included several residents of the Middle Verde area, the flow and function of the meeting and the intent to look at the item "Land Use" under the General Plan and to define/create the Land Use Chart for the Middle Verde Character Area.

   Rob Witt, asked that the residents introduce themselves and state where they live.

   Ed Mezulis, introduced himself and stated that he lived 4 miles out in River Ranch Estates.

6. **Discussion, Public input & Commission consensus for proposed residential densities & land uses other than residential for the "Middle Verde" Character Area.** Staff. Michael Jenkins

   Chairperson Davis, brought the item before the public asking for presentation of information from Community Development Director Michael Jenkins.

   Michael Jenkins, Introduced information throughout the meeting via power point to residents and elaborated on definition of items, progress, changes and State Requirements for items under the General Plan.

   Chairperson Davis, commented that with subcommittee input he believed the format to be great, and that the basic idea is that all Character Areas will be explained as indicated in the Chart. **Chairperson Davis** also gave explanation of each column/paragraph of the chart to the residents. **Chairperson Davis** opened the meeting for comment.

The following items were suggested, defined and discussed amongst the Commission, Staff and Public, all were taken into consideration when looking at the Land Use Character Area Chart, Introduction, and Vision Statement and in making changes to the documents.

- LAND USE QUICK REFRENCE CHART:
  Discussion was made in regards to the Title of the Chart and the condensing and simplifying of information in each column, in efforts to keep the length of the Chart to one page.

  The following changes were decided upon:

  - ✓ *Title*: The removal of "Quick" by **Kathy Davis.** To have the title read "Land Use; Middle Verde Character Area Chart" as suggested by **Jane Whitmire**. With the comment taken into consideration by **Commissioner Hough**, that Arizona State is requiring the review of "Land Use" and that it should be kept in the Title.

BUILT ENVIROMENT:
Rob Witt, suggested the addition of "Hospitality" be added as a category, suitable for location/businesses like Jackpot Ranch. **Michael Jenkins** with added comment from **Tony Gioia** discussed Jackpot Ranch not being considered a business, the ranch only holds a Use Permit for events. **Rob Witt**, stated he would really like to see it on the Chart for emphasis for that type of business or venue.

The following changes were decided upon:

- ✓ *Built Environments:* Taking into consideration the densities of the neighborhoods they be condensed as noting the Subdivision Neighborhood Name 1-4, rather than list each Subdivision Neighborhood Name and Unit, by **Brad Gordon**, **Rob Witt** and **Chairperson Davis**. **Chairperson Davis**, stated to the subcommittee, members who were present, the standard use of this for all Character Areas.
- ✓ *Built Environments:* The addition of "...and Metes and Bounds, properties not included in specific areas" as suggested by **Tony Gioia**, and supported by **Commissioner Hisrich**, in the efforts to bring awareness to residents that the Character Area includes their property when the property is not included in subdivided area/neighborhoods.
- ✓ *Built Environments- Businesses:* The addition of "Guest Ranch/Event Venue" in reference to Jackpot Ranch, as suggested by **Resident Suzy Thompson** for future traffic patterns, and guests coming into the area.

CIRCULATION:
There was discussion brought before the commission in the clarification of "Circulation" vs. "Transportation". **Permit Technician Kendall Welch** spoke of the decision being made to keep the title to "Circulation" to avoid confusion.

The following changes were decide upon:

- ✓ *Circulation:* The addition of "Major Trails" be added as suggested by **Suzy Thompson.**

POINTS OF INTEREST:
Jane Whitmire, suggested there be acknowledgment to the preservation of each and every Character Area by listing historical buildings and places. **Jane Whitmire**, stated she would like to see them under this column. **Kendall Welch** interjected that she is locating the books and is working on this.

The following changes were decided upon:

- ✓ *Points of Interest:* The addition of "Historic Places" as suggested by **Jane Whitmire**, taking into consideration the suggestion of **Chairperson Davis** that those points be substantial or major historical events/ areas, and also for staff to add "Major Trails", under this category.

DENSITY AND NON-RESIDENTIAL DISTRICTS:

Michael Jenkins came before the public and Commission and defined the differences in "Zoning Districts" as asked by **Chairperson Davis**.

These category names were discussed and agreed upon earlier by the subcommittee.

Agricultural Use- Intended to provide for the continuation and preservation of rural living. Parcels of sufficient area to produce farm crops

C1- This includes neighborhood sales and services. This would permit small local businesses without invasive type of commercial use/high traffic.

C2- This includes more types of businesses that we currently see on Finnie Flat; such as higher traffic stores like grocery stores; convenience stores; gas stations.

Open Space- This is defined as designated land use.

Public Facilities- This includes Government Offices, Schools, Fire Stations, and Sewer Plants.

Residential Services (RS) – This is defined as the lowest type of commercial use zoning district. This permits Commercial Services such as Doctor's Offices; Dentist Offices and Small Retail Stores, for example. These are considered compatible near a residential area.

Commissioner Hough clarified there is not any re-zoning of properties under this plan, there is an avenue being created for the existing Planning and Zoning and Town Council to make changes without going through more "baby steps", for future development. There will be a continuation of going before Planning and Zoning/Town Council for zoning changes.

Commissioner Blue, expressed that the public is notified of the meetings and remain in the loop as an intricate part of the process, despite concern from the public. **Commissioner Hisrich** and **Chairperson Davis**, discussed defining areas within C2 districts that would be more appropriate for C2 development, as there is existing C2 developments within those areas.

A recommendation in being more specific in the definition of C1 & C2 zoning districts, was again brought before the public by **Tony Gioia**, as his experience in speaking with residents of that area was that they did not want C2 development as they considered themselves a "Rural Residential Area", and did not want to see Commercial development. His experience was that applications have been rejected in that area unless they were for Agricultural use

Contradicting statements from **Resident Ed Mezulis**, whom felt the text defined the C2 area clearly. **Ed Mezulis** also stated that he as a Middle Verde Resident is there in support of C2 development in the area of Middle Verde, ideally in the area of the Interstate 17 corridor near Sonic. **Ed Mezulis** expressed practicality to those developing a commercial building in seeing the population density is a dead end with lack of traffic going down Middle Verde Road, and will not build far from the highway, leaving this corner.

Mike Casper, spoke of balance in welcoming land development that would benefit the Town of Camp Verde, not making the process necessarily easy in an effort to protect lands.

Jane Whitmire, voiced concern for being very general under the work of Character Area, and the need to be specific because that is the nature of the "character area" is identifying what is in the area so that owners can see what is currently there and what will be in the future. A General Plan is more of a holistic look. Those are how she sees them to define. **Michael Jenkins** explained the process of how a developer will look at the chart and character area and see loop holes where the General Plan can be used against the town, "we see you wanted this, now you don't" vs. simplifying the General Plan for the benefit of the community. General Plan amendments are either Minor **or** Major, with Major happening once per year and a minor at any time, Developers can always apply for change.

Chairperson Davis, states that the intent is to encourage developers to come in and develop appropriate sized developments in Character Areas that are suitable and specific/defined.

Michael Jenkins suggested and pointed to areas where there may be a blanket Land Use designation around residential areas, and suggested that the Commission be very careful when establishing the future preferred non-residential land uses.

The following action was decided upon:

- *Density and Non-Residential Districts-* After a lengthy discussion subcommittee is to rework the "Preferred non-residential zoning districts" as directed by **Chairperson Davis**. With thinking of the future uncertainty and use of United States Forest Service land and the possible use as C2 land in a possible land trade as suggested by **Commissioner Blue**.

- INTRODUCTION:

Michael Jenkins asked **Permit Technician Kendall Welch** to come before the Commission to explain for these documents as she worked directly with the subcommittee. **Kendall Welch** explained this was simply a draft in efforts to brainstorm with the subcommittee. **Chairperson Davis**, pointed out this was a more detailed explanation of area, borders of the Character Area. **Kendall Welch**, went on to say the comment at the last subcommittee meeting was to address the existing neighborhoods and descriptive densities they fall into, in that character area. Also, each introduction and vision statement will be specific to that area for example Pecan Lane vs. Middle Verde, etc. **Commissioner Hough**, was in support of this detail, even if for cosmetic purposes alone and that it would later offer more room for elaboration on other areas or additions if need be, rather than have a partially blank document. **Kathy Davis** expressed thanks and support for Kendall's work.

It was discussed how significant it is to make mention of the Verde River when defining Character Areas. The following were discussed in support of the Commission and decided to include in each Character Area Introduction:

- ✓ *Mileage of Verde River:* **Rob Witt** requested that every introduction start with the exact mileage the Verde River runs through that Character area.
- ✓ *Access Points to Verde River:* **Steve Estes** requested the Introduction identify how many Verde River Access Points there are in each Character Area.

- VISION STATMENT:

Chairperson Davis, elaborated on the Vision Statement giving a descriptive count of what residents want their Character Area to be, and a view for the future. **Resident Don Swenson**, asked for confirmation that these would be reflective for all of the areas? **Chairperson Davis**, responded each Character Area is specific to its own, however would include much of the same characters as the others. **Chairperson Davis** made mention of the Town moving in one direction and all would be reflective of each other and the Town's overall plan. **Michael Jenkins** brought it to the attention that if a Developer were to approach a General Plan Amendment and they read the Vision Statement, "Preserve Neighborhood Densities", the Commission and Council would use that as a determination if the individual would be granted a zone change. **Chairperson Davis**, confirmed this as a tool to know what is appropriate for current Commission/Council Public, Developers and Staff and those of the future.

Kathy Davis, felt it would be a good idea to cross reference each Vision Statement to insure they connect on boundaries, under each Character Area.

Chairperson Davis, asked that once the Commission has the Vision Statement if they were to have "Goals and Implementation Strategies"? **Michael Jenkins**, answered yes, per state statute and they can be worked on with the subcommittee. **Chairperson Davis**, requested of the staff to start drafting these. **Kathy Davis**, suggested finishing all the Character Areas as there will be common goals and upon finishing they will have goals to look at and they will tie together for each. **Vice Chair Norton**, was in support of this. **Bruce George**, pointed out that the Vision Statement have goals within each statement.

Discussion was made of how important it is for the Character Area Vision Statement to work in correlation with the Towns overall Vision Statement in providing an overall view to residents, guests and potential businesses and developers.

The following were discussed and requested to add.

- ✓ *"Provide Trails and Bicycle Paths"* be added to the list as requested by **Kathy Davis**.
- ✓ *The Prioritization of Goals-* as suggested by **Mike Casper** it is important to list the Goals in level of priority to bring awareness to potential businesses and developers in what residents are looking for in developments/business.

Chairperson Davis, confirmed all the changes made to each document will be with Commission and Staff.

Vice Chair Norton, requested subcommittee meetings be posted in the areas with signs that will be discussed in those upcoming meetings, such as the signs that were posted for the regular General Plan Meeting. **Michael Jenkins** made the Commission aware of the work load the staff is currently faced with and **Chairperson Davis** and **Vice Chair Norton** agreed to assist in the posting of the signs.

Ed Mezulis, thanked the committee for their efforts. **Ed Mezulis** spoke of the Verde Valley Medical Center plans for the property located at the corner of Finnie Flat and State Route 260, however he is not a representative of the hospital.

7. **Identify next Character Area to discuss.**

Commissioner Hough suggested the Character Area of Finnie Flat be the next area of topic on the upcoming regular meeting February 27, 2014. Board, Staff and Members of the Public were all in agreeance that this would be a good Character Area to discuss in the efforts of moving forward.

8. **Adjournment:**
On a Motion by Vice Chairperson Norton, seconded by Commissioner Hough, the meeting was adjourned at 7:55 p.m.

BJ Davis, Chairman

Michael F. Jenkins – Community Development Director - 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 13th day of February 2014. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 27th of February, 2014.

Stephanie Ostler, Recording Secretary