

MINUTES
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS SUITE 106
THURSDAY JUNE 06, 2013
6:30 PM

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

All Commission meetings end at 9 PM. Any remaining agenda items will be heard at the next Commission meeting.

1. **Call to Order**
Chip Norton called the meeting to order at 6:30pm.

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

Also Present
Community Development Director Mike Jenkins, Assistant Planner Jenna Owens, and Library Director Kathy Hellman. Town Manager Russ Martin was in attendance from 6:50-7:35pm.

Chip welcomed new Commissioner B.J. Davis.

3. **Pledge of Allegiance**
Davis 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: 05-02-2013 Regular Session**
 - b. **Set Next Meeting, Date and Time: As needed**
On a motion by Hough, seconded by Freeman, the Commission voted unanimously to approve the Consent Agenda.

5. **Call to the Public for Items not on the Agenda**
(Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.)
There was no public input.

6. **Public Hearing, Discussion, Consideration and Possible Recommendation to Council on Use Permit 20130138, an application submitted by Mr. Gregory Blue. This Use Permit, if approved by Council, is for long term RV space rental, 17 total RV spaces, and a laundry room and storage area. The Park is located on parcel 404-26-032 at 671 S. 4th St.**

On a motion by Hough, seconded by Parrish, the Commission unanimously approved this item as presented, including in perpetuity.

Commissioner Blue recused himself for this agenda item.

Assistant Planner Jenna Owens explained the applicant is requesting to add 5 more RV rental spaces to the existing 12 for total of 17, in perpetuity. The agencies that have been notified required demolition and a building permit. Use permit will allow for expansion and amenities. Six inch main provides fire protection. 24 letters were mailed to surrounding area residents within 300 feet on May 16th, notifying them of Town Council times and dates for express any concerns. Two residents attended the May 9th neighborhood meeting. The Park has been out of compliance for some time, and Mr. Blue has completed the Zoning Map Change and wants to bring the park into complete compliance by apply for a Use Permit.

APPLICANT'S STATEMENT

Mr. Blue explained the RV Park consists of half retired and half career people, and that they lose only one person a year. There is a huge waiting list and the density issue has been addressed. The Park has existed since the 1960s. It was first sold as a mobile home park to other parties who turned it into an RV park, but there were issues with the septic. Now sewer is available. The use permit process was started, but never completed, so the property had been out of compliance all along, before sold to Mr. Blue. He wants to bring

it into compliance. Any complaints on the property about the use permit are addressed as a system of check and balances to ensure the uses remain the same.

7. **Public Hearing, Discussion, Consideration and Possible Recommendation to Council on Use Permit Application submitted by Ms. Kathy Hellman, Library Director of the Town of Camp Verde, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. footprint raised approximately 3 feet above current ground level, a future Observatory – Rain Water Tank, public access and parking lot. The address of this project is 130 Black Bridge Rd. and covers parcels 403-19-018B, 18C & 19. The current zoning district designation for the subject parcels is R1-18 and the district requires a Use Permit for Government Facilities and facilities required for the provision of utilities and Public Services.**

On a motion by Hough, seconded by Davis, the Council unanimously approved this item as stated, except with the recommendation to truncate Moser Lane as a one way in, one way out, and renaming the road to "Rezzonico Lane."

STAFF STATEMENT

Mike Jenkins explained the property consists of 3 parcels. They have submitted for parcel combination, with external boundaries being used for set-backs. In existence since 1975, library services will continue at the current location during construction. In 2007, it was voted by Council, 4 to 1 to build a new library in the present location. He reported that on April 11, 2013, 27 community members attended the neighborhood meeting about the new building. 7 agencies attended the first development standards review, and 12 agencies attended the second. He explained that the old building would be demolished. The new two-story building would include a drive-in book drop, a 50-60 person meeting room, a park area for all-age programs, an observatory, a rain water tank, additional parking and landscaping. He explained that the new building is designed to be a 38ft structure in an area with a 30ft height limitation. He asked the Planning & Zoning Commission to recommend to Council to waive this requirement. Mr. Jenkins further explained that the Town is exempt from zoning.

Kathy Hellman stated she was available for the Council's questions.

APPLICANTS STATEMENT

The library's architect Joel Westervelt, explained that the project design was based on regional context, using traditional materials, such reclaimed timbers, corrugated metal, limestone and other local materials to make it look like it belongs. He showed photos of proposed buildings. The stone base would be 3 feet high to elevate the building out of the flood plain as per the county's requirement. Steel panels would articulate the building, a style used in 1842 in Paris and for Boston Public library. The façade would consist of river rock with signage, and the building would include a reading terrace on the second story, a ridge skylight, rain water harvesting system, and an observatory on top. The rain water would help to irrigate landscaping. Special panels would help lower energy cost. The site would use permeable surfacing to reduce runoff. Overall, the building design combines local traditions, new technology, and design elements which would make it a Civic icon, of which to be proud.

COMMENT FROM OTHER PERSONS

Community resident David White said he was born and raised east of the new library site. He said he attended one of the neighborhood meetings where they were told their input would not influence the project. His mother lives adjacent to the library property, and he was concerned about any plans to widen Black Bridge, which might encroach upon property lines. He expressed disapproval of the decision to build a community icon in the middle of a flood zone, telling a story of a past flood which almost flooded his mother's property. He was also concerned that the design of the library grounds would funnel run off straight into his mother's property. He recommended building the library in the middle of town instead, and expressed discomfort with being beat into submission because the new building is practically a "done deal." He asked if they might turn the building long ways and attach it to the existing berm, at the very least, to lessen the impact of floodwaters on surrounding properties.

STAFF COMMENTS

Community Development Director Mike Jenkins clarified there would be no widening of Black Bridge road, and disagreed with Mr. White's statement that their input does not matter.

Chairman Norton explained to David White that the format of the meeting does not allow for back-and-forth debate on points of disagreement.

BOARD DISCUSSION

Hough stated he did not know they could recommend a building height higher than what the code dictates and asked if that was not something the Board of adjustments has to approve?

Jenkins replied council may allow for some variance if it is in the best interest of the community and the building's design. He explained that in this use permit process, that involves public hearings, some variation

is authorized, where the Council effectively functions as a quasi-Board of Adjustments. He explained certain structures such as the Observatory/rainwater tank do not have to meet the height restrictions according to code.

Architect Westervelt responded to Commissioner Davis' question about traffic impact, explaining there was no requirement to complete a traffic impact analysis, but that they could expect a parking lot tripled in capacity. He said most of the traffic would come from Montezuma Castle Hwy. In response to the flood water impact concerns, he answered that the flood analysis is based on the footprint of the building, and that the orientation of the building along the axis of river reduces impact. He said they also reduced the maximum allowable width of the structure to reduce flood water impact.

Howard Parrish commented that the building looked more like an apartment house in Phoenix than a traditional structure.

In response to Blue's questions, Jenkins explained that the new water line misses where the new library will be, and that it would tie into service for the library.

Commissioner Hisrich pointed out that minutes from a previous meeting mention widening Black Bridge. Jenkins explained that was a discussion prior to discovery with survey. Hisrich stated the public needs to know it will not be widened.

Parrish asked about the fire department's review of the site plan. Architect Westervelt explained there would be a new hydrant installed at the eastern corner of building.

Blue asked what would happen to Moser Lane. Jenkins replied there would be a new Moser Lane, and that typically, if it will be public access, it would be dedicated. He said he would ask the Town Engineer and get back with more details. He said usually the process is that the Council can decide on the name of the road.

Commissioner Davis asked how far away the right of way is from surrounding property. Architect Westervelt answered that the surrounding property would be about 35 feet from the right of way.

Commissioner Hough recommended making Moser Lane into a cul de sac with no connecting road to the residential area to keep the public area separate, and said to make sure it meets fire codes. He recommended renaming the road Rezzonico Lane after the family that donated the land.

Architect Westervelt said the neighbors expressed the desire to access Montezuma Castle highway from Moser Lane, but that Hough's suggestion is feasible.

Chairman Norton asked for more insight into the flood control process. Jenkins explained that they are not increasing any prohibition of flow. They must not create a damming effect. Their current flood calculations show no additional back water. The building was designed as a two-story structure to minimize its footprint. The triangular shape of the property also keeps flood waters from encroaching into park property. The Town acquires building permits, county reviews the calculations, and flood control approves the calculations before a building permit is issued.

Hough asks David White for his feedback about making Moser Lane into a cul de sac. White replied that there was no big issue, but that it would certainly create a longer route to access the northbound highway entrance.

8. Public Hearing , Discussion, Consideration and Possible Recommendation to Council on a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District, to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits no listed under this section. This language would allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council. Staff: Michael Jenkins

Jenkins explained that Jackpot Ranch's use permit is coming up on its expiration date, but that under the current codes, they cannot continue to provide their unique services without rezoning. The new language would allow renewal of prior use permits. However, anyone new in the RR district cannot apply for use permit for expanded uses, but do require rezoning, so that zoning is able to maintain control.

Hough cited the example of Historical Babe's C3 zoning use permit, to explain that it is important not to lose control of the business nucleus. Jenkins agreed. Hough cited the example of the RV Park's request for a single cell tower, saying they should be able to apply for a new use permit that guarantees what they already have. Jenkins explained the new proposed language would accomplish exactly that, and quoted from the RR zone use permits code.

Hisrich and Freeman asked if this change was being made for Jackpot Ranch only. Jenkins replied that Rainbow Acres in perpetuity and Jackpot Ranch are the only places in Town with use permits for expanded uses.

Davis wanted to make sure Council still retained the power to deny resubmissions of use permits and Jenkins confirmed this would be the case.

9. Call to the Public for Items not on the Agenda

There was no public input.

There will be no Public input on the following items:

- 10. Commission Informational Reports:** Individual members of the Commission may provide brief summaries of current events and activities. These summaries are strictly for the purpose of informing the public of such events and activities. The Commission will take no discussion, consideration, or action on any such item, except that an individual Commission member may request an item be placed on a future agenda.

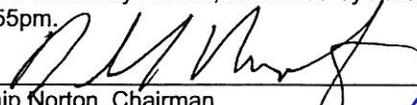
Commissioner Parrish reported the America Legion 4th of July parade takes place at 10 or 11 am.

11. Staff

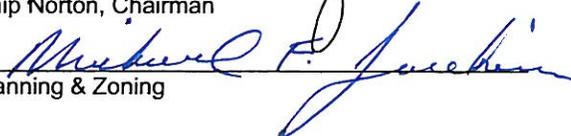
Jenna Owens stated there was nothing scheduled for the July meeting at this time.

12. Adjournment

On a motion by Hisrich, seconded by Blue, the Council unanimously voted to adjourn the meeting at 7:55pm.



Chip Norton, 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 Special Session of the Town of Camp Verde, held on the 4th day of June 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2013.



Sebra Warren, Recording Secretary