

MINUTES
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY JANUARY 20, 2011
6:30 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**
The meeting was called to order at 6:30 p.m.

2. **Roll Call**
Chairperson Butner, Vice Chairperson Norton, Commissioners Buchanan, Parrish, Freeman, Hough and Hisrich were present.

Also Present: Town Manager Russ Martin, Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, Acting Code Enforcement Official Robert Foreman, and Recording Secretary Margaret Harper.

3. **Pledge of Allegiance**
The Pledge was led by Hough.

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:**
January 6, 2011 Regular Session
 - b. **Set Next Meeting, Date and Time:**
As neededOn a motion by Hisrich, seconded by Freeman, the Consent Agenda was unanimously approved as presented, with the corrections noted,

Corrections to the Minutes of January 6, 2011 were requested: On the Public Input list, Jan Klaun should be "Jan Clann," and Linda Buchanan expressed "qualified support", not unqualified support.

5. **Call to the Public for Items not on the Agenda**
There was no public input.

6. **Public Hearing, Discussion, Consideration and possible recommendation to Council for proposed revisions to the Planning and Zoning Ordinance and Subdivision Regulations.**
There was no action taken.

Acting Community Development Director Mike Jenkins noted that the Commission was to continue last week's review of the draft document, commencing with the R-R District. Jenkins added that staff is taking notes of suggested changes or additions and will work on those revisions for the Commission to review and discuss after the entire draft document has been addressed.

Chairperson Butner opened the discussion on the R-R District sharing his concern that people in Camp Verde have traditionally or historically raised, bred and sometimes boarded horses, and provided veterinary services as a type of home occupation, and it appears from the language in the draft document that perhaps those activities are no longer appropriate. The Commission held a detailed discussion with staff on the problems

perceived to be inherent in some of the language regulating equine activities. Suggested revisions or additions arising from that discussion are listed below, together with a list of changes, additions or directions to staff following review, with public input, of subsequent sections of the draft document.

R-R DISTRICT: (There was general agreement that the concerns expressed regarding equine activities would be appropriately resolved with Use Permits.)

C-3 DISTRICT: 2(o): Strike “.....entirely within an enclosed building..” Discussion on 2(o)(1) and (2 re boarding area; **Staff will work on language per discussion.** Also 2(k), suggested eliminating, “..and not including livestock sales..”; and 3(c) and (d) re square footage and Use Permits for stables, etc. – **Staff will look into that as discussed.**

R-S DISTRICT: (Comment from Commission: This is where the vet clinic should be; there need to be some very necessary changes.) **Staff volunteered to look into that.**

AG DISTRICT: 3.(f)(2) (Discussion on “processing or packaging for sale activities,” small meat and egg sales, encouraging small farms, and suggestion to research websites on sustainable agriculture, “grass farming”) – **Staff to research and “wordsmith” as suggested.**

Section 204 Use District Regulatory Criteria – B. (Chart) R1 Maximum Lot Coverage: Commission recommended a **change from 40% to 50%.** **Staff will discuss with consultants,** including discussion on cluster units.

Section 301: A.2(a) (1) – Commission recommended: **Add “(see Definition)” after ...”required yard.”**

Section 301: B.2(a) – (Discussion re 6’ limit, possible exceptions based on lot size and topography, safety issue, commercial 8” – may discuss further at a later time.)

Section 301: B.4(a) and (b): Appeal process wording in error – **Staff will take care of the wording.**

Section 302 DETRIMENTAL PROPERTY CONDITIONS: A. Correct first sentence to read, in part: “.....**heat, glare, toxic fumes to be emitted into the atmosphere, or other negative impact on the community at any time...**” (There was further discussion on defining “nuisance” based on Arizona Statute.)

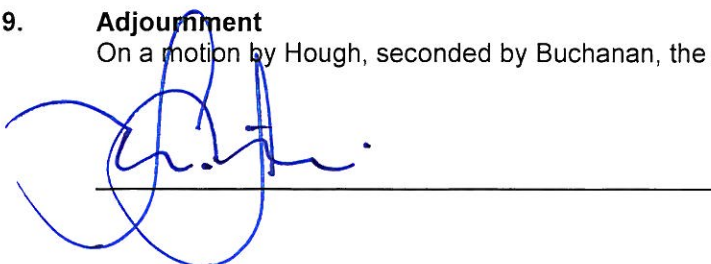
Section 302: (Consider revising all references to “the Town” to, “Code Enforcement Official – Staff will review that.)

Section 302: A.3. Graffiti: (Discussion re rewording this section to be more specific as to time limit and responsibility for removing graffiti, enforcement process and sanctions; **Staff will consult with Town Attorney on legal issues and rewording, per discussion.**

7. **Commission Informational Reports:**
There were no Commission informational reports.

8. **Staff**
There was no Staff report.

9. **Adjournment**
On a motion by Hough, seconded by Buchanan, the meeting was adjourned at 9:03 p.m.



Joe Butner, Chairman

Michael Jenkins
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 20TH day of January 2011. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 10th day of February, 2011.

Margaret Harper
Margaret Harper, Recording Secretary