

AGENDA
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY FEBRUARY 05, 2015
6:30 PM

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

1. **Call to Order**
 2. **Roll Call**
 3. **Pledge of Allegiance**
 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:**
No minutes for approval
 - b. **Set Next Meeting, Date and Time:**
February 12, 2015
February 26, 2015
 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.)
 6. **Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Zoning Map Density Change 20140324, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115B, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.**
 1. **Staff Presentation**
 2. **Declare PUBLIC HEARING OPEN**
Call for APPLICANT'S STATEMENT
Call for COMMENT FROM OTHER PERSONS (either in favor or against)
Call for APPLICANT'S REBUTTAL (if appropriate)
 3. **Declare PUBLIC HEARING CLOSED**
Call for Commission DISCUSSION (may ask questions of applicant)
Call for STAFFCOMMENTS
Call for MOTION
Call for DISCUSSION OF MOTION
Call for QUESTION
ANNOUNCE ACTION TAKEN with Findings of Fact
- There will be no Public input on the following items:**
7. **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.
 8. **Staff Comments**
 9. **Adjournment**

Please note: The Planning and Zoning Staff makes every attempt to provide a complete agenda packet for public review. However, it is not always possible to include all information in the packet. You are encouraged to check with The Community Development Department prior to a meeting for copies of supporting documentation, if any that were unavailable at the time agenda packets were prepared.

Posted by: J Owens Date/Time: 1-30-15 11:00 AM

Note: Pursuant to A.R.S. §38-431.03A.2 and A.3, the Planning & Zoning Commission may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.



Town of Camp Verde

Exhibit A - Agenda Item Submission Form - Section I

Meeting Date: February 05, 2015 Planning & Zoning Commission

- Consent Agenda Decision Agenda
- Presentation Only Recommendation to Council

Requesting Department: Community Development

Staff Resource/Contact Person: Jenna Owens – Assistant Planner

Agenda Title (be exact): Public Hearing, Discussion and Possible Recommendation to Council for Zoning Map Change 20140324, an application submitted by Ms. Patricia Janousek, owner of parcel 403-19-115B requesting a Zoning Map Change to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.

List Attached Documents: Application, Directions to Property, Letter of Intent, Diminution of Value Waiver, Neighborhood meeting affidavit, Neighbor letters in support, Agency Comments, Site Plan, Vicinity Map, Land Use Map and Zoning Map of Adjacent properties.

Estimated Presentation Time: 15 min.

Estimated Discussion Time: 30 min.

Reviews Completed by:

Department Head: Michael Jenkins Town Attorney Comments:

Finance Department

Fiscal Impact:

Budget Code: _____ **Amount Remaining:** _____

Comments:

Exhibit B – Agenda Item Submission Form – Section II (Staff Report)

Town of Camp Verde Planning & Zoning Commission

Agenda Item Submission Form – Section II (Staff Report)

Department: Community Development

Staff Resource/Contact Person: Michael Jenkins – Community Development Director

Contact Information: Mike Jenkins 554-0051

Background:

History: Ms. Janousek's parcel has two manufactured homes on the property. One which she and her son occupy and the other which use to belong to her parents. Her parent's home has been there for 26 years and they have since passed away. Due to the upkeep and Ms. Janousek's continued health concerns, she would like to be able to split the property and sell the parcel with the additional home to alleviate the upkeep. In order to split the property, which is now required to have 35,000 square feet per dwelling, would need to have a density of 10,000 square feet per dwelling. Property to the north & east are zoned RR (Rural Residential 2 acre minimum). The RR properties primarily to the east are legal non-conforming. These lots are far under the required 2 acre minimum. The property to the south and west are zoned R1-35.

This Zoning Map Change would allow the property to come into compliance with the current Planning & Zoning Ordinance. As the property is now, with two single family dwellings, our code only allows for one dwelling on any one lot.

The following has been completed by the applicant and staff:

Agencies were notified. The responses are as follows:

Town of Camp Verde Building Official – No Comments

Town of Camp Verde Community Development Director – This density change will bring this property in compliance with the Planning & Zoning Ordinance.

Yavapai County Flood – This parcel is currently not located within any FEMA or District-Designated Floodplain.

Camp Verde Sanitary District – If the property is split, it is recommended that property lines be a minimum of 5' from all portions of the onsite waste water system.

The following has been completed by the applicant and staff:

- **24 letters were mailed to properties within 300' of the subject parcel on January 15, 2015. This letter advised the neighbors of the Planning & Zoning Commission and the Town Council meeting times and dates.**

The applicant mailed out letters to the neighboring property owners within 300' of the subject property and invited them to a meeting to express concerns and comments. In addition the property was posted with the meeting information.

The meeting was held December 09, 2014 at the home of Ms. Janousek. A staff member was present. No neighbors were in attendance, the Community Development Office received six letters in support of the Zoning Map Change from the neighbors.

Staff Recommendation: Staff recommends approval since this requested density change, if approved, would bring the subject parcel into compliance.

Recommended Motion: A Motion to recommend approval (or Denial) on Zoning Map Change 20140324 an application submitted by Ms. Patricia Janousek, owner of parcel 403-19-115B, to go from R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.



Land Use Application Form

Project #: 20140324
Case: 14-27

1. Application is made for:

- | | | |
|---|------------------------------------|------------------------|
| Zoning Map Change | Use Permit | General Plan Amendment |
| Conceptual Plan Review | Preliminary Plat | Final Plat |
| PUD Zoning | Variance | Sign |
| Street Abandonment | Minor Land Division | Wireless Tower |
| Appeal | Verification of Non-Conforming Use | |
| Site Plan Compatibility Review (Commercial) | | |
| Other: _____ | | |

2. Project Name: ZONING MAP CHANGE 1624 W. STAGECOACH DR.

Please print or type legibly

3. Contact information: (a list of additional contacts may be attached)

Owner Name: PATRICIA JANOUSEK Applicant Name: _____

Address: 1624 W STAGECOACH DR. Address: _____

City: CAMP VERDE State: AZ Zip: 86322 City: _____ State: _____ Zip: _____

Phone: 928-567-2165 Phone: CELL: 928-202-1047

E-mail: PATM41@GMAIL E-Mail: _____

4. Property Description: Parcel Number 403-19-115B Acres: 0.76

Address or Location: 1624 W. STAGECOACH DR.

Existing Zoning: R1-35 Existing Use: RESIDENTIAL

Proposed Zoning: R1-10 Proposed Use: RESIDENTIAL

5. Purpose: (describe intent of this application in 1-2 sentences)

CHANGE ZONING TO ACCOMMODATE LOT SPLIT.

6. Certification:

I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action.

Owner: Patricia Janousek Date: 11-17-14 AND

I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted prior to having this application processed.

Applicant: _____ Date: _____



Directions to Property

Assessor's Parcel Number 403-19-115 B

Applicants Name PATRICIA JANOUSEK

Property Address 1624 W. STABELOACH DR.

Directions To Property:

FROM TOWN HALL TURN LEFT TO STATE ROUTE 260. TURN RIGHT ON STATE
ROUTE 260 TO HORSESHOE BEND DR. RIGHT ON HORSESHOE BEND TO
W. BRONCO DR. LEFT ON BRONCO TO W. STABELOACH DR. TURN RIGHT ON
W. STABELOACH DR. TO 1624 W. STABELOACH DR.

Letter of Intent

To: The Town of Camp Verde

This letter is to advise the town of Camp Verde that I wish to do a zoning map change on my parents home. Map included. Their home is connected to my property. My address is 1624 W. Stagecoach Dr. I would like to separate their 10,000 sq ft of property. The home has been there for 26 years. My parents have passed away. I have continued to do all of the upkeep on the home and grounds along with taxes and insurance. I have been fighting cancer and chemo and it would be helpful not to have this extra burden. I am hopeful that this will be possible.

Thank you for your consideration,

P. Jansusch

EXHIBIT C

CONSENT TO CONDITIONS/WAIVER FOR DIMINUTION OF VALUE

The undersigned is the owner of the parcel of land described in EXHIBIT A hereto that is the subject of the Zoning Map Change 20140324 for parcel 403-19-115B. I have reviewed the conditions of rezoning and by signing this document, the undersigned agrees and consents to all the conditions imposed by the Town of Camp Verde in conjunction with the approval of the Rezoning Application and waives any right to compensation for diminution in value pursuant to Arizona Revised Statutes § 12-1134 that may now or in the future exist as a result of the approval of the rezoning and conditions.

Dated this 21 day of January, 2015

OWNER:

OWNER:

PATRICIA JANOUSEK
Print Name

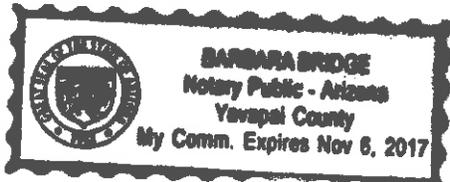
Print Name

Patricia Janousek
Signature

Signature

STATE OF ARIZONA)
County of Yavapai) ss.

On this 21 day of January, 2015, before me, the undersigned Notary Public, personally appeared Jan 21, 2015, who acknowledged that this document was executed for the purposes therein contained.



Barbara Bridge
Notary Public

My Commission Expires: November 06, 2017

all over - notary Patricia Janousek only - JB

Affidavit

I PATRICIA JANOUSEK owner of parcel 403-19-115B have notified my neighbors within 300' of my residence, by sending letters on 11-12-14 to notify them of the neighborhood meeting that I conducted on the 9 day of DEC. 2014.

I posted my property with meeting date and time on the 11-12-14 day of Nov. 2014.

I PATRICIA JANOUSEK owner of parcel 403-19-115B have provided a summary of Neighborhood meeting I conducted to the Planning & Zoning Department of Camp Verde within 15 days attesting to the issues and concerns discussed at the Neighborhood Meeting held on the 9 day of DEC. 2014.

Summary

Statement: NO NEIGHBORS ATTENDED. PLEASE SEE LETTERS ATTACHED.

If Summary statement is too long, attach a copy.

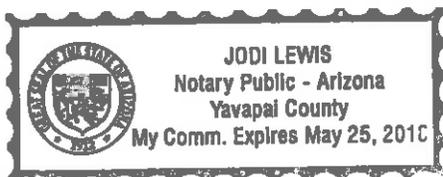
State of Arizona}

County of Yavapai}

Patricia Janousek
Signature of Document Signer No. 1

Signature of Document Signer No. 2

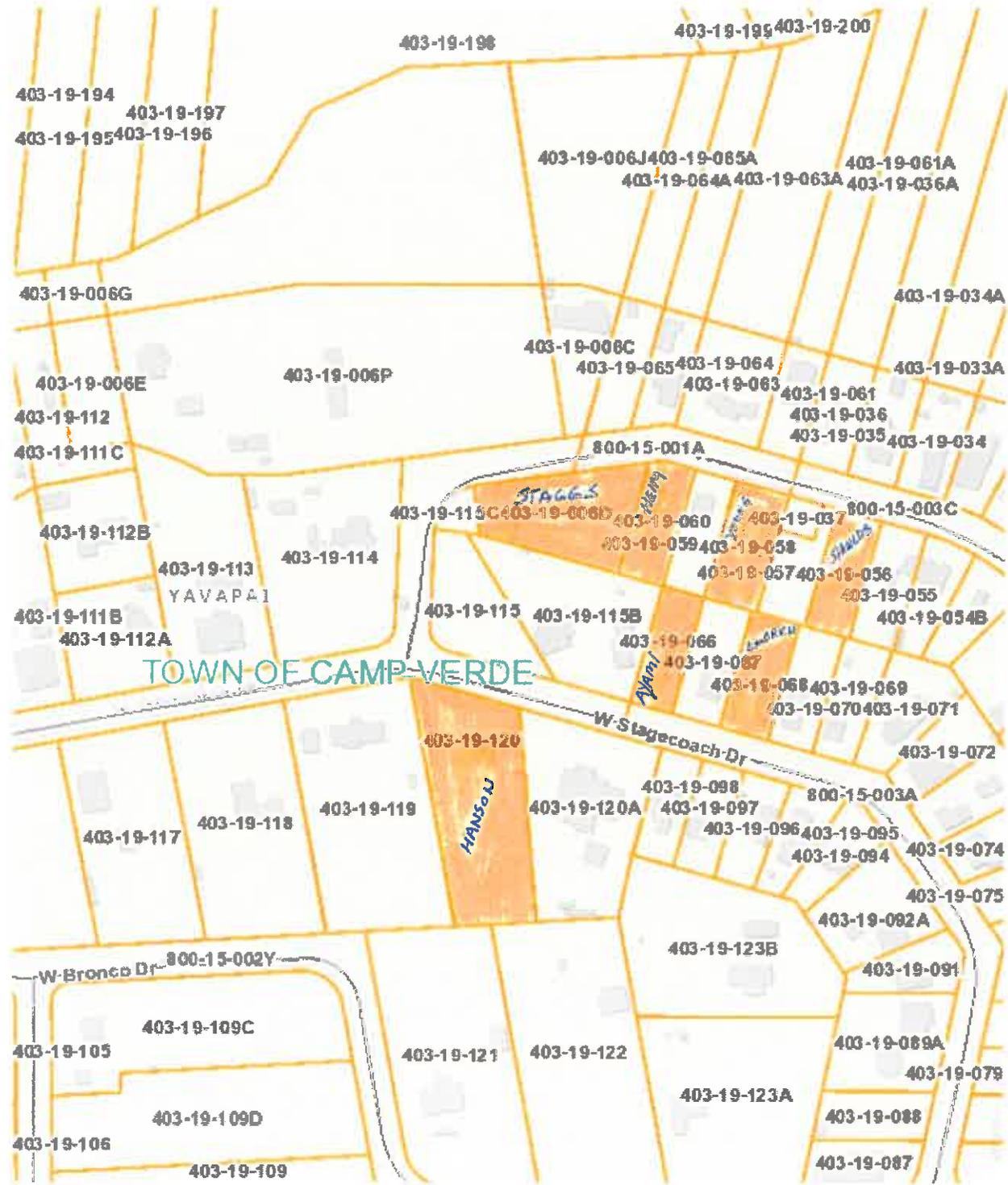
Subscribed and sworn to (or affirmed) before me this 11th day of December 2014.



[Signature]
Signature of Notary

Letters of Support

Letters of Support



TOWN OF CAMP VERDE



Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.

Map printed on: 1/27/2015



just a note

The division of the
property at 1624 Stagecoach
is fine with Carl and
Martha Stoggs property
owners at 1655 Horseshoe Bend.

Martha Stoggs
alfred C Stoggs
12/4/14

403-19-0060



Dec. 9, 2014

To Whom it may concern—

We have no objections to your getting a "zoning map change".

1605 W. Horseshoe Bend - Marilyn Shields

1619 W. Horseshoe Bend - L.D. Young

1619 W. Horseshoe Bend Lynda Young

The property next to
our home is up for
Rezoning. Located at
1624 W. Stagecoach Dr.
Camp Verde AZ.

We give our APPROVAL
AS this would cause
no problems with our
lot. Located at
1630 W. Stagecoach Dr.

Sincerely
Remy Ayman
12-08-14

To Whom it may Concern

We George & Susan Heim
of 1625 W. Horseshoe Bend Dr. C.V.
are aware of the Land divide
that Pat of 1624 Stagescoach C.V.
wishes to do, We are in total
agreement that she be able
to do this. Therefore we wish
to give our consent.

Mr. & Mrs George P. Heim
Dec. 7th 2014

12-4-14

To Whom It May Concern.

I am fine with the land division
request at 1624 W. Stagecoach.

Patricia Emrill
1608 W. Stagecoach
Camp Verde Az

My wife & I are fine with Pat
Janousek splitting her property

A.S. Willeg 12-4-14
1625 W Stagecoach Dr.



Town of Camp Verde
Community Development
473 S. Main St., Suite 108
Camp Verde, AZ 86322
Tel: (928) 554-0053
Fax: (928) 567-7401
Email:
jenna.owens@Campverde.az.org

TRANSMITTAL

FORM

TO: Robert Foreman-Building Official

FROM: Jenna Owens

Company: Town of Camp Verde

Projects: Zoning Map Change

Address: 473 S. Main Street
Camp Verde, AZ 86322

Project Number: 20140324

Date Sent: January 7, 2015

Description of Project:

Application Type: **Zoning Map Change**
Project Number: **201400324**

Description of Project: **Zoning Map Change**

UP2014-00324

Zoning Map Density Change, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.

Including:

- Application
- Vicinity Map
- Narrative
- Site Plan

Signature

Date

1-6-15

NO COMMENT ON CONCERNS

Jenna Owens

From: Vickie Lewis <Vickie.Lewis@yavapai.us>
Sent: Wednesday, January 21, 2015 5:15 PM
To: Jenna Owens
Subject: 403-19-115, Zoning Map Chane

Jenna,

I am not sure whether I responded to you or not on this one. But just in case, I am at this time (squeaking in at the deadline – so sorry).

This parcel is currently not located within any FEMA or District-Designated Floodplain. The Revised Study of the Verde River, which should become effective October 2, 2015, will place this parcel within Shaded Zone X, which was previously known as the 500-year floodplain. There are no restrictions for construction or insurance requirements for the Shaded Zone X classification.

Let me know if you would like me to participate in your meeting, but everything looks okay to me. Thank you,

Vickie Lewis
Hydrologist
Yavapai County Flood Control
(928) 649-6222

All messages created in this system belong to the Town of Camp Verde and should be considered a public record subject to disclosure under the Arizona Public Records Law (A.R.S. § 39-121 et seq.) Town employees, Town public officials, and those who generate email to them, should have no expectation of privacy related to the use of this technology. The content of this message may contain the private views and opinions of the sender and does not constitute a formal view and/or opinion of the Town unless specifically stated. The contents of this email and any attachments may contain confidential and/or proprietary information, and is intended only for the person/entity to whom it was originally addressed. Any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this email in error please notify the sender immediately by return e-mail and delete this message and any attachments from your system.

Furthermore, to ensure compliance with the Open Meeting Law, Council or Board / Commission / Committee members who are recipients of this message should not forward it to other members of the Council or Board / Commission / Committee of the Town of Camp Verde. Council Members or Board / Commission / Committee members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board / Commission / Committee members.

Please consider our environment before printing this email. 

Jenna Owens

From: Stacey Clark <Stacey.Clark@yavapai.us>
Sent: Wednesday, January 21, 2015 9:43 AM
To: Jenna Owens
Subject: Zoning map change application review 20140324
Attachments: 403-19-115B.pdf

Jenna,

After reviewing this project, the only comments that YCDS-EU has is:

No issues with the zoning map change.

If property is then split, it is recommended that property lines be a minimum of 5' from all portions of the onsite wastewater system. Copies of both septic permits are attached for your convenience.

Thanks and have a great day!!


Stacey Clark
Environmental Health Specialist II
Yavapai County Development Services-Environmental Unit
10 S 6th Street
Cottonwood, AZ 86326
(928) 639-8151
stacey.clark@yavapai.us

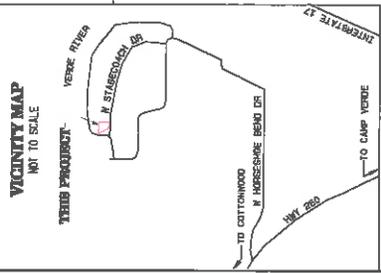
It is too late, when told to evacuate! BE FIREWISE - www.regionalinfo-alert.org

"May the road rise to meet you, May the wind be always at your back, May the sun shine warm upon your face, The rains fall soft upon your fields, And until we meet again, May God hold you in the palm of His hand."

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Please consider our environment before printing this email. 

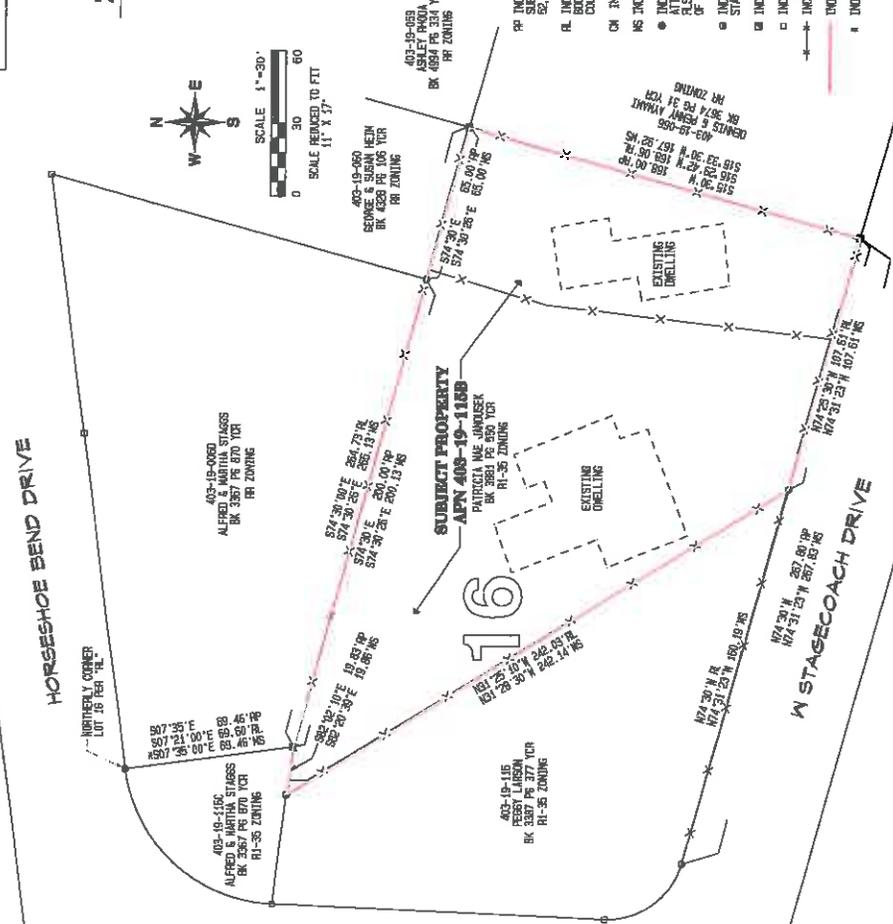
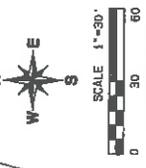


ZONING MAP CHANGE

OF A PORTION OF
LOT 16
VERDE WEST ESTATES II
 SUBDIVISION
 SITUATED IN A PORTION OF
NW1/4
SECTION 18
T14N-R4E
 61LA & SALT RIVER MERIDIAN
 YAVAPAI COUNTY
 AZ

PREPARED FOR:
 PATRICIA WAE JANKUSK

CURRENT ZONING:
 RI-35



LEGEND

- PP INDICATES RECORDED DIMENSION PER "VERDE WEST ESTATES II" SUBDIVISION PLAT RECORDED IN BOOK 13 OF MAPS OF PLATS, PAGE 52, RECORDS OF YAVAPAI COUNTY, AZ.
- RL INDICATES RECORDED DIMENSION PER HIGHWAY DEED RECORDED IN BOOK 3861 OF OFFICIAL RECORDS, PAGE 820, RECORDS OF YAVAPAI COUNTY, AZ.
- CM INDICATES CALCULATED DIMENSION DERIVED FROM MEASURED DATA.
- MS INDICATES MEASURED DIMENSION THIS SURVEY.
- INDICATES FOUND 1/2" OR 5/8" IRON BARS WITH NO IDENTIFICATION ATTACHED. AFFIXED PLASTIC WASHER STAMPED "FOUND BY RLS 3/7/01, TO PERTINENT OWNERS ACCEPTED AS PROPERTY CORNERS OF THE SUBJECT SURVEY AS SHOWN HEREON.
- INDICATES FOUND 1/2" IRON BAR WITH PLASTIC CAP OR TAG STAMPED "LS 11281".
- INDICATES SET PLASTIC CAPPED IRON BAR STAMPED "RLS 3/7/01".
- ◇ INDICATES CALCULATED POSITION - MONUMENT NOT FOUND OR SET.
- INDICATES EXISTING FENCE LINE.
- INDICATES BASIS OF BEARINGS FOR THIS SURVEY.

SURVEYOR'S CERTIFICATION

I, JUDY ALLEN STONE, A REGISTERED LAND SURVEYOR IN THE STATE OF ARIZONA, HEREBY CERTIFY THAT THE SURVEY SHOWN HEREON WAS PERFORMED UNDER MY DIRECT SUPERVISION DURING THE MONTH OF OCTOBER, 2014.

SCALE: 1" = 30'	PROJECT: ZONING MAP CHANGE
DRAWN: JAS	OF A PORTION OF LOT 16
INDEX:	VERDE WEST ESTATES II
	SITUATED IN A PORTION OF SECTION 18
	T14N-R4E

PREPARED FOR:
 JUDY A. STONE, RLS
 1947 VENTNOR CIRCLE
 PRESCOTT, AZ 86301
 (928) 448-1900 www.geometrixllc.com

GEOMETRIX LLC
 LAND SURVEYING SERVICES
 1947 VENTNOR CIRCLE
 PRESCOTT, AZ 86301
 (928) 448-1900 www.geometrixllc.com

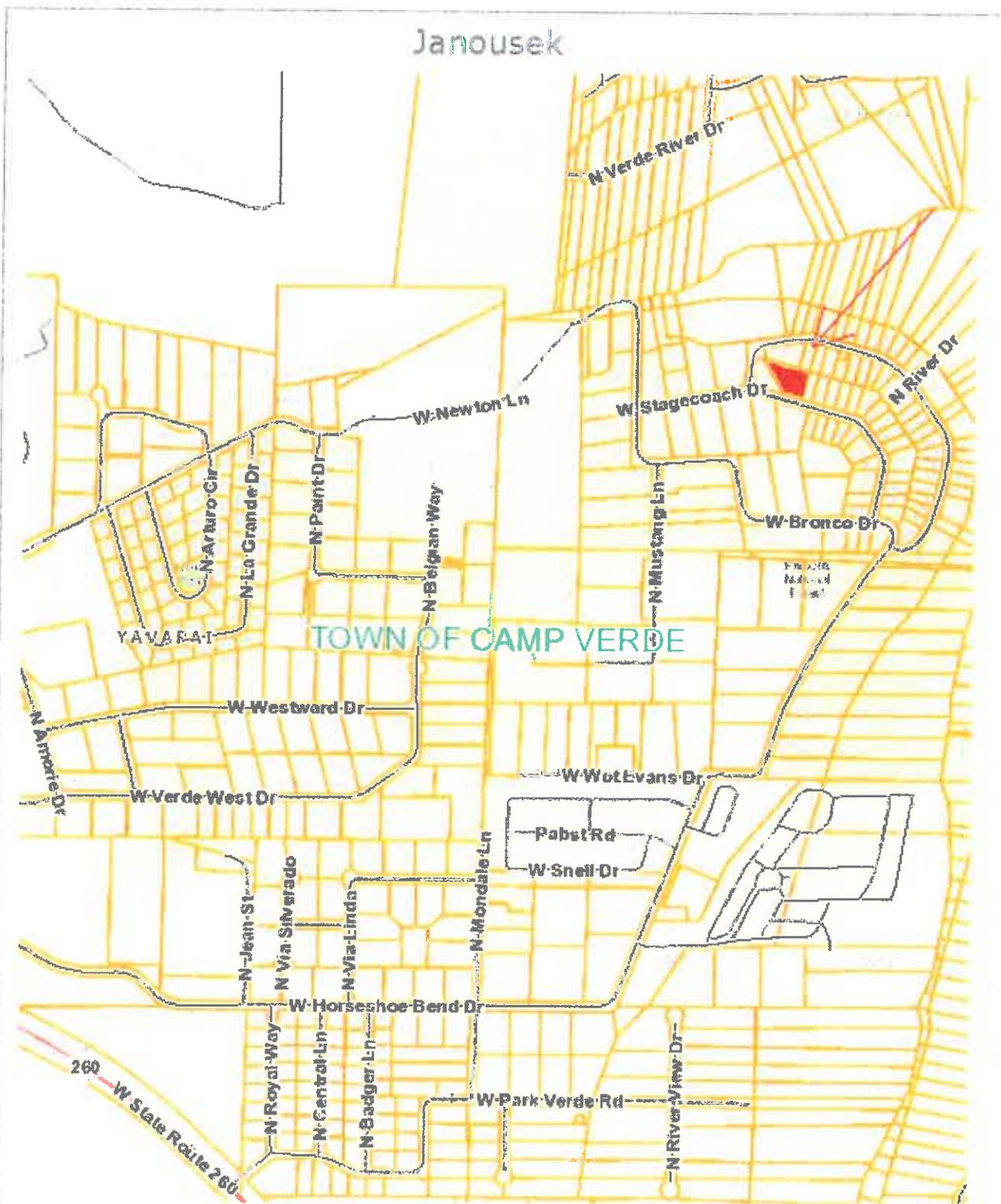
PREPARED ON:
 11/07/2014
 PRELIMINARY DRAFT
 NOT FOR CONSTRUCTION
 OR RECORDING

SURVEY NOTES

THIS IS NOT AN A.L.T.A. (A.C.S.M.) SURVEY AND THEREFORE DOES NOT COMPLY WITH THE REQUIREMENTS OF THE A.C.S.M. WITH RESPECT TO DIMENSIONAL ACCURACY, EASEMENTS, RIGHTS OF WAY, AGREEMENTS, ETC., OF PUBLIC RECORD.

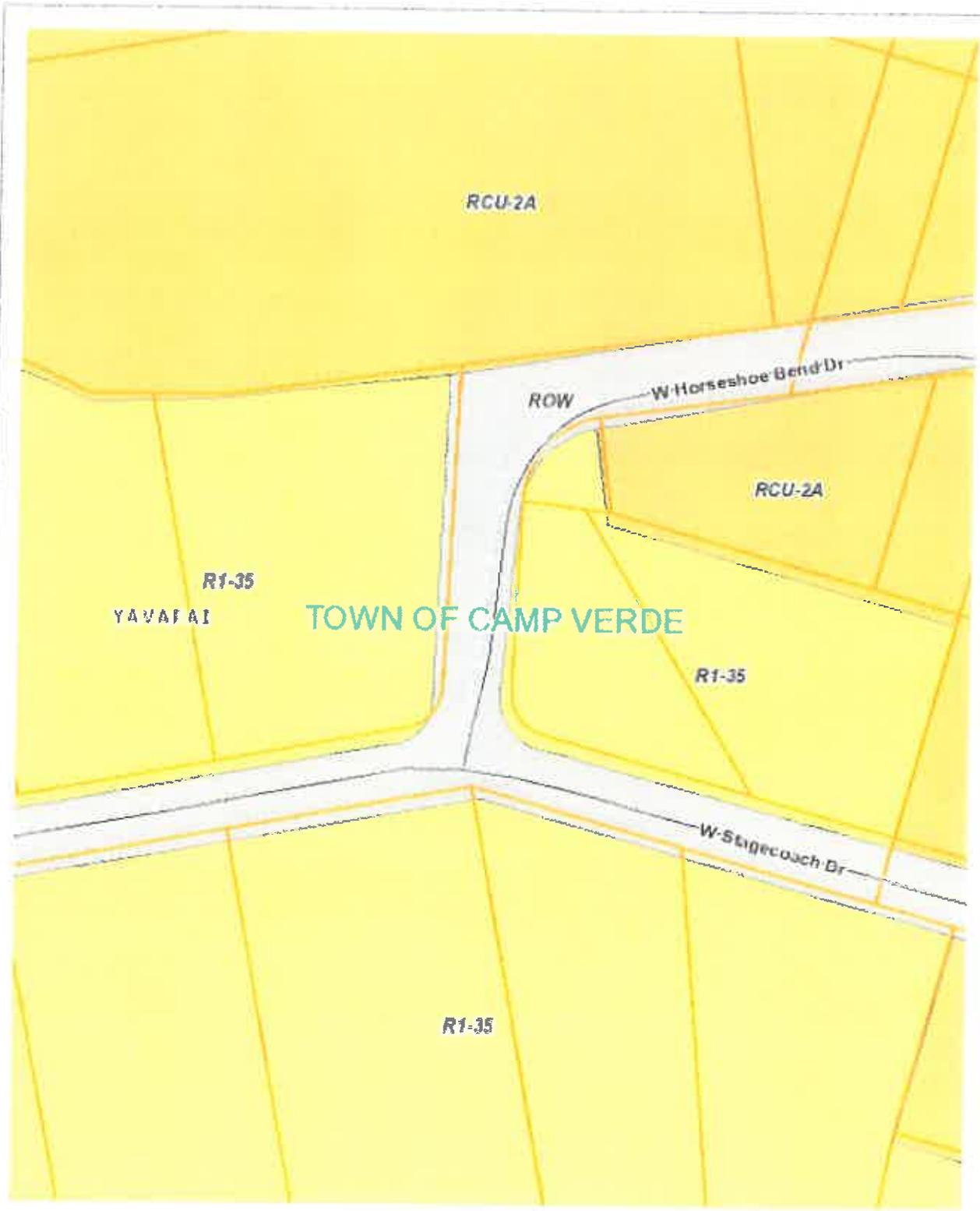
THE BASIS OF BEARINGS FOR THIS SURVEY IS GEODETIC NORTH BASED ON GPS RTK OBSERVATIONS UTILIZING A LOCALIZED CALIBRATION.

CURRENT VESTING DEED FOR THE SUBJECT PROPERTY IS RECORDED IN BOOK 3961 O.R., PAGE 550, YCR.



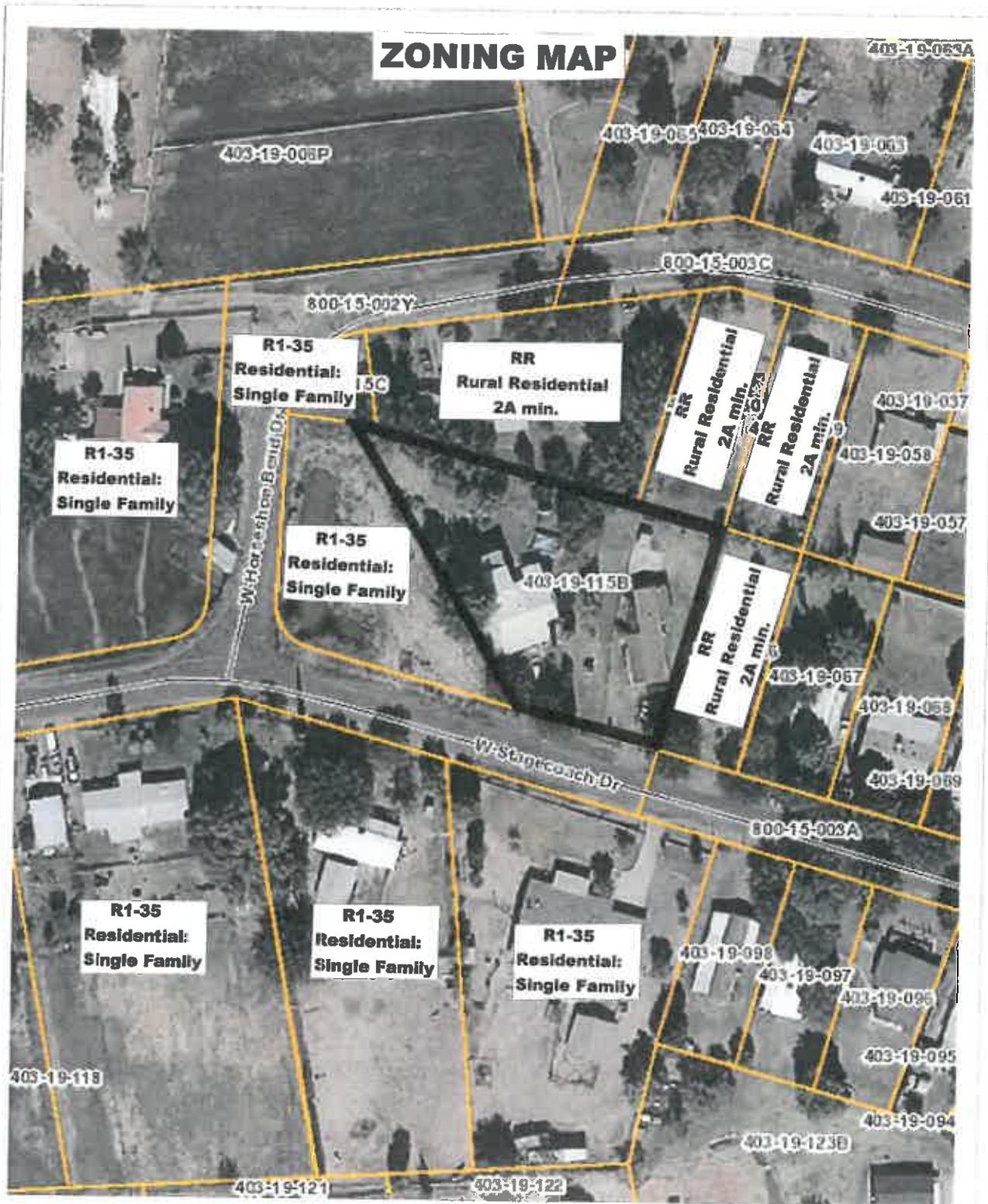
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Map printed on : 25.2015



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Map printed on 1/21/2015



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Map printed on 11/17/2014

LAND USE MAP

**All properties are:
Rural Residential
2 Acre minimum**



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Map printed on 11/17/2014