

MINUTES
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE
COUNCIL CHAMBERS
THURSDAY APRIL 01, 2010
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, Commissioners Freeman, Parrish, Buchanan and Norton were present; Vice Chairperson Hisrich and Commissioner Hough were absent.

Also Present: Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, Mayor Bob Burnside, Special Projects Administrator Matt Morris, and Recording Secretary Margaret Harper.

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

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:**
February 4, 2010 Regular Session
 - b. **Set Next Meeting, Date and Time:**
As NeededOn a motion by Buchanan, seconded by Norton, the Consent Agenda was approved as presented.

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

6. **Update on the code re-write.**
There was no action taken.

Special Projects Administrator Matt Morris gave an update on the status of the Code rewrite and reorganization, including Council approval of the Diagnosis consisting of the initial overall evaluation, and the five neighborhood meetings held to date. Morris reviewed the six-part outline of the planned Code document, a draft of which is anticipated to be completed in August for review and discussion.

In response to questions during the Commission discussion, Morris confirmed that the main work is about to commence and the Commission will be much more involved. Mayor Burnside commented on the task ahead, adding that enforcement and streamlining of the Code is key to the success of the project. During the general discussion, with input from the two Commissioners serving on ZORC, there was stress on the need for strict enforcement of the Code, and

determination as to whether violations were to be prosecuted as civil or criminal. Mike Jenkins advised the members that the issue of civil or criminal will be addressed down the line. Jenkins suggested that he bring a Code Enforcement Official to a Commission meeting to give a report on what that official deals with on a daily basis; the suggestion was met with approval, and Jenkins will follow through with setting up the meeting.

7. Presentation and Discussion on Use Permits.

There was no action taken.

Asst. Planner Jenna Owens gave a Power Point presentation on Use Permits as a refresher course for some of the members and as an opportunity for all the members to become familiar with and to discuss the requirements for granting Use Permits. During the discussion, Owens was asked to check into whether Park Model Homes are allowed in the Town; Jenkins pointed out that a Use Permit is a license as opposed to zoning, which is a vested right; and the difficulty of defining what is a nuisance was addressed.

8. Commission Informational Reports:

Howard Parrish reminded everyone of the White Mountain Sheriff's Posse that will be coming into Town on the mail run on April 23, and the activities that are scheduled for that day.

9. Staff – Water Conservation

Jenkins commented on the Water Conservation Ordinance recently completed by Chino Valley which he said looks very comprehensive. A copy of that document has been given to Commissioner Freeman, and it will be brought to a Commission meeting to begin work on the Town's Water Conservation Ordinance. Owens will get the packet ready for distribution to the members to review well in advance of the meeting. Chairperson Butner emphasized the critical importance of including the issue of protection of irrigation rights in drafting the Camp Verde document; Owens said she will research the subject of irrigation rights and report her findings. Jenkins noted as a matter of interest that April just happens to be Water Conservation Month.

10. Adjournment

On a motion by Buchanan, seconded by Freeman, the meeting was adjourned at 7:42 p.m.

Joe Butner, 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 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 1st day of April 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2010.

Margaret Harper, Recording Secretary