

MINUTES DRAFT
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY September 15, 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 Hisrich, Blue, Parrish, Freeman and Hough were present.

Also Present: Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, and Recording Secretary Margaret Harper.

After the roll call, Chairperson Butner and the other members welcomed Greg Blue aboard as a new Commissioner.

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:

May 5, 2011 Regular Session

b. Set Next Meeting, Date and Time:

As needed

On a motion by Hough, seconded by Freeman, the Consent Agenda was unanimously approved as presented.

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

There was no public input.

6. Public Hearing, Discussion, and possible recommendation of approval or denial to Town Council for a text amendment to the Town of Camp Verde Planning & Zoning Ordinance (Part 4 Section 404.D – Temporary Signs) to allow for a maximum of 16 square feet Temporary Sign in the Town Right-of-Way in designated Community wide (Event & Show) Sign areas as specified by the Town Council with the inclusion of additional requirements for these Temporary Signs.

On a motion by Hough, seconded by Parrish, the Commission unanimously recommended to Town Council approval for a text amendment to the Town of Camp Verde Planning & Zoning Ordinance (Part 4 Section 404.D – Temporary Signs) to allow for a maximum of 16 square feet Temporary Sign in the Town Right-of-Way in designated Community wide (Event & Show) Sign areas as specified by the Town Council with the inclusion of additional requirements for these Temporary Signs.

Community Development Director Jenkins pointed out the area located at the intersection of Finnie Flat and Montezuma Castle Highway, at the stoplight, currently being used for banners for special events or shows. The Town Manager and the Community Development Department are preparing to move forward and become more proactive with cleaning up the Town and enforcing the requirements regarding signs, beginning

with the subject location. Part 4, Section 404D, Temporary Signs, currently requires temporary signs for events and shows to be limited to a maximum size of 2 x 2 when placed within the Town right-of-way. Jenkins reviewed the background of the use of the Finnie Flat/Montezuma Highway location to display banners as a community service. Currently a 16 sq. ft. size sign is allowed if posted on private property, and staff is recommending that the same size be allowed in proposed Community-wide specific sign areas to be designated by the Town Council. Jenkins added that he believes the intent is to help eliminate the current practice of tying up banners on street signs and ADOT signs for events; the proposed additional text included in the draft chart of Requirements for Permitted Temporary Signs would allow the 16 sq. ft. banner in such designated areas.

The Commissioners briefly discussed with Jenkins the recommended text revision, and the intent of the Town to eventually address the issue of other signs currently being displayed in violation of the current signage requirements; the issue of the placement of political signs was also discussed.

7. Commission Informational Reports

Parrish announced the Colonel's Daughter contest scheduled for Sunday, September 25 at 2:30 p.m. at the Fort; there are five young ladies who are entered.

8. Staff

Asst. Planner Owens noted that the subject amendment will be heard by Council on the fourth Wednesday of October, 2011.

9. Adjournment

On a motion by Parrish, seconded by Freeman, the meeting was adjourned at 6:50 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 15th day of September 2011. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2011.

Margaret Harper, Recording Secretary