

**MINUTES DRAFT**  
**Special Session**  
**THE PLANNING AND ZONING COMMISSION**  
**TOWN OF CAMP VERDE COUNCIL CHAMBERS**  
**THURSDAY OCTOBER 07, 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., Vice Chairperson Hisrich presiding.
2. **Roll Call**  
Vice Chairperson Hisrich, Commissioners Buchanan, Parrish, Freeman and Norton were present; Commissioner Hough was absent; Chairperson Butner arrived at 6:33 p.m.  
  
**Also Present:** Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**  
The Pledge was led by Parrish.
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:**  
September 2, 2010 Special Session
  - b. **Set Next Meeting, Date and Time:**  
November 4, 2010 – Regular SessionOn a motion by Freeman, seconded by Norton, the Consent Agenda was unanimously approved as presented.
5. **Call to the Public for Items not on the Agenda**  
There was no public input.  
  
**Note: Chairperson Butner arrived at 6:33 p.m. and presided over the remainder of the meeting.**
6. **Public Hearing, Discussion and Possible recommendation to Council on a Memorandum of Understanding for the Verde Valley Regional Trails Concept Map:**  
A Memorandum of Understanding submitted by Tammy Dewitt of Yavapai County Development Services, Planning & Design Review. This Memorandum of Understanding is to be entered into between the Town of Camp Verde, the Town of Clarkdale, the City of Cottonwood, the Town of Jerome, the City of Sedona, and Yavapai county, for the purpose of supporting the objective of improving non-motorized trails and trail facilities in the Verde Valley region of Arizona, as generally expressed in the Verde Valley Trails Concept Plan. Support for interagency cooperation is also recognized between these jurisdiction and other local, state and federal land management agencies, including but not limited to, Arizona State Parks, United States Forest Service, and National Park Service.  
On a motion by Norton, seconded by Buchanan, the Commission unanimously

recommended Council approval of the subject Memorandum of Understanding concerning the Verde Valley Regional Trails Concept Plan, acknowledging that Camp Verde is in essence in favor of trails; with Section V, Indemnification, stricken from the document.

### **STAFF PRESENTATION**

Asst. Planner Jenna Owens outlined the purpose and background information regarding the proposed Memorandum of Understanding, explaining that the purpose is to encourage a voluntary association of jurisdictions and agencies to work together for the improvement and development of non-motorized trails throughout the Verde Valley, and to support such development of trail opportunities within the mandates of the applicable jurisdictions. Owens then introduced Tammy Dewitt, of Yavapai County Development Services, Planning & Design Review, who is a Planner for Yavapai County, to share a Power Point presentation on the proposed project.

**Tammy Dewitt** first commented that she is making the presentation only as a representative of the group of volunteers that were brought together to work on a trail plan for the Verde Valley, including members from Camp Verde. Ms. Dewitt reviewed the details of the long-range vision of the Regional Trails Concept Plan, including the purpose and goals of the Plan, the background and content, and types of trails, and the meetings held for public input. A map of the existing and proposed Verde Valley Regional Trails concept was displayed. Ms. Dewitt noted that the proposed document is simply a tool for planning purposes in the future, and that signing it does not imply approval of any of the trails, only support for going ahead with the plan, recognizing the need for trails in the Verde Valley, subject to the required public hearing process. She stressed that the Memorandum of Understanding is a non-binding document, requiring no financial commitment.

### **COMMISSION DISCUSSION AND PUBLIC INPUT**

In response to a question from the Commission, Ms. Dewitt confirmed that the document would be a guideline for developing an idea for a trail into a final project, and that there are funding opportunities available. There was some question regarding how the proposed MOU would mesh with the Prescott National Forest Sustainable Recreation Plan, and the Master Trails Plan that had been identified as top priority by the participating communities. Ms. Dewitt said that the idea is to get everyone together, and to provide recreational opportunities and economic benefits for this side of the mountain as well. There was reference to the Amendment 12 trail, which Ms. Dewitt explained was a part of the Coconino National Forest plan and represents a certain area, the Red Rock Ranger District, but has nothing to do with the proposed MOU. Ms. Dewitt said that the MOU was drafted by an individual who has worked as a long-range planner for the City of Cottonwood and is thoroughly familiar with creating these types of documents. In a detailed discussion of the trails indicated on the map, Ms. Dewitt also pointed out that they only represent a "wish list," while indicating existing as well as suggested or proposed trails.

Chairperson Butner expressed objection to the clause contained in the MOU requiring that all parties agree to hold harmless and indemnify all other parties, their employees or representatives with regard to the MOU, noting that even though it purports to be legally non-binding, a clause that would protect someone else from any liability would therefore seem to be a troubling contradiction. Ms. Dewitt reiterated that the document is only a planning document, or concept, and

a resource for future planning.

## **PUBLIC INPUT**

(Comments from the following individuals are summarized.)

**Dave Norton**, Vice President of the Big Park Regional Coordinating Council, in the Village of Oak Creek, cautioned the Commission to proceed carefully. He commented that his group has continued to be unsuccessful in the past in getting answers to questions or receiving information requested from the trails group that Ms. Dewitt is representing, which he referred to as some unknown entity asking for support for an MOU that is not enforceable and has no authority. He believes that the Amendment 12 trails are being ramrodded down the throats of the people in his area who are vehemently opposed but have been unable to get information requested. He said he encourages the Town to support trails, but said that it should be done with complete transparency so that everyone knows what “they are playing with.” *There was a brief discussion with Mr. Norton, including input from Ms. Dewitt, on his concerns regarding the difficulty of trying to participate in development of the Coconino Forest trails; Ms. Dewitt also confirmed that Yavapai County originally was involved in collecting data for the current Verde Valley Regional Trail Concept Plan, which now is a start and can be amended or revised.*

**Milton Pate** said he is a member of the Verde Valley Horsemen’s Council who have also participated in the mapping of trails that are part of the statewide planning; he said he is in favor of the trails concept plan, non-motorized. He also reviewed working with the Forest Service on developing the Copper Canyon Trailhead. *The Commission briefly discussed with Mr. Pate his input on the trails.*

There was no further public input.

Acting Community Development Director Mike Jenkins said that he had been involved when staff had dealt with the Verde Valley Regional Plan, and the proposed MOU was kind of an off-shoot as part of that process. He said he believes that when the issue goes before the Council, they will also want answers to the same questions the Commissioners have been asking. Jenkins said his concerns as a planner involve proposed trails appearing to impact private property, and future developments or subdivisions. Ms. Dewitt reiterated that the document is only a tool to be used by future planners in working with developers. There was further discussion on the relationship of Ms. Dewitt to the trails group, which she clarified as an informal Regional Trails Plan Work Group; she said she is only acting as a facilitator/coordinator to bring the issue before the Town on their behalf and at the request of staff.

There was also further discussion with Ms. Dewitt on the indemnity clause included in the proposed MOU and its expressed purpose. The members generally agreed that the MOU would serve as a set of guidelines, providing tools to work with, as well as indicating support for the trails concept. Commissioner Norton outlined the background and his participation in the Prescott National Forest meetings on management of the Forest and the resulting Sustainable Recreation Planning Process involving public hearings for community input. He said he felt that the MOU would send a positive message to the Prescott side on behalf of the Verde Valley.

## **7. Commission Informational Reports:**

**Norton** reminded everyone that Fort Verde Days is now happening.

**Buchanan** expressed regret that the Bull Bash is not being held in Town.

**Parrish** invited all to come to see the Parade Saturday.

**Butner** said that he hopes to see everyone at the Parade Saturday morning.

8. **Staff**

Owens advised the Commissioners that there is an item scheduled for the November 4, 2010 meeting.

9. **Adjournment**

On a motion by Parrish, seconded by Hisrich, the meeting was adjourned at 7:58 p.m.

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Joe Butner, Chairman

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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 7<sup>th</sup> day of October 2010. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

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Margaret Harper, Recording Secretary