

MINUTES
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE COUNCIL CHAMBERS
THURSDAY DECEMBER 3, 2009
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., with Vice Chairperson Hisrich presiding.
2. **Roll Call**
Vice Chairperson Hisrich, Commissioners Freeman, Hough, Parrish, and Norton were present; Chairperson Butner and Commissioner Buchanan were absent.

Also Present: Acting Community Development Director Mike Jenkins, Asst. Planner Jenna Paulsen, and Recording Secretary Margaret Harper.
3. **Pledge of Allegiance**
The Pledge was led by Norton.
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:**
November 5, 2009 Regular Session
 - b. **Set Next Meeting, Date and Time:**
January 7, 2010 – Regular SessionOn a motion by Freeman, seconded by Parrish, 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 to Council on a UP 2009-04 for an Off-Premise Sign that would be located on parcel 404-18-172E owned by Billy & Mary Miller, as requested by Trent Hackett of Parkside Community Church. The property is located at the intersection of Camp Lincoln Rd. and on the east side of Montezuma Castle Hwy. This Use Permit will direct the public where to turn to locate the church.**
On a motion by Hough, seconded by Norton, the Commission voted unanimously to continue the subject application for Use Permit 2009-04 to the January 7, 2009 meeting, and encourage staff and Mr. Hackett to work on a directional sign as discussed, for consideration at that meeting.

STAFF PRESENTATION

Asst. Planner Paulsen explained that the owners of the residential parcel have provided a signed, notarized letter permission for the placement of the subject sign indicating the location of the church; there are no other off-premise signs in the area. The required letters were sent to the property owners with 300 feet of

the parcel, and no responses have been received. There were no persons in attendance at the scheduled neighborhood meeting, and no comments have been received from the Town Engineer and the Building Official.

PUBLIC HEARING OPEN

Applicant's Statement

Trent Hackett, on staff and representing the Parkside Community Church, said he had nothing further to add to the staff presentation, and was available to answer questions from the Commission.

COMMENT FROM OTHER PERSONS

There were no comments from other persons.

APPLICANT'S REBUTTAL

No rebuttal was necessary

PUBLIC HEARING CLOSED

Board Discussion

Commissioner Hough opened the discussion with a question to staff regarding the allowable signage for RIL-70; he was unable to find any reference to that in the existing Code. Jenkins said that according to interpretation of the Code, a Church is considered commercial and is allowed to have a sign on its premises. However, the question arose since there appears to be no provision for allowing an off-premise sign on residential property, and if the Church is allowed to do so, the door would be opened for any commercial business to place an off-premise sign on residential property. The discussion included a thorough review by staff of possible sections of the Code that would allow the requested Use Permit, as well as concern expressed regarding the proposed size of the off-premise sign obstructing a scenic view.

A lengthy discussion followed, with input from the staff and Mr. Hackett, including issues of allowable sign sizes, redesigning the proposed sign to reflect a rural-Western theme, the signage allowed for the special circumstances for businesses on Main Street, and the suggestion for a combined permanent directional sign that would identify not only the Church but other facilities, such as the school or similar public service entities.

It was finally determined that the request for a Use Permit be continued to a later meeting pending a request that staff look into the possibility of finding a way to expedite some kind of directory sign that could be placed in the right-of-way, and one that those benefiting from it would be willing to finance. Freeman said he will work with Jenkins to provide any information regarding the previous work done regarding directional signage, to assist him in his research.

STAFF COMMENTS

There were no further staff comments.

7. Commission Informational Reports:

Parrish announced that the Camp Verde Cavalry for the first time will be the Color Guard for the Parade in Cottonwood Saturday.

Norton said that a community meeting will be held next Thursday, December 10th at 6:00 at the new Camp Verde Ranger Station for input from the community

on Recreational Planning; it is important for tourism and important for the community to attend.

8. Staff Report

For the benefit of new members on the Commission, Jenkins said he periodically will be reviewing various aspects of the Ordinance in order to help staff as much as it will help the members, and to acquaint the members with how the Ordinance was created, the structure and what is used to determine different issues as they arise, and presented an overview of zoning districts.

9. Adjournment

On a motion by Hough, seconded by Freeman, the meeting was adjourned at 7:39 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 3rd day of December 2009. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, _____.

Margaret Harper, Recording Secretary