



Camp Verde ARIZONA

The Heart of the Verde Valley

Support your local merchants.

AGENDA
COUNCIL HEARS PLANNING & ZONING MATTERS
MAYOR AND COUNCIL - COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, JUNE 26, 2013 at 6:30 P.M.

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

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 Council requests.
 - a) **Approval of the Minutes:**
 - 1) There are no minutes to approve.
 - b) **Set Next Meeting, Date and Time:**
 - 1) July 3, 2013 at 6:30 p.m. – Regular Session – **CANCELLED**
 - 2) July 17, 2013 at 6:30 p.m. – Regular Session
 - 3) July 24, 2013 at 6:30 p.m. – Council Hears Planning & Zoning Matters & Public Hearing to Consider Wastewater User Rates
 - c) **Possible authorization for the Mayor to sign a letter to the Nature Conservancy asking them to consider purchasing the 135-acre Spur Land and Cattle Co. property located at the Verde River and Montezuma Castle Highway or the property's development rights. This effort may eventually include an unspecified contribution from the Town of Camp Verde. The property is presently known as Hauser & Hauser Farm. Staff Resource: Steve Ayers**
5. **Call to the Public for items not on the agenda.**
6. **Public Hearing and discussion, consideration and possible approval of Resolution 2013-894, a Resolution of the Common Council of the Town of Camp Verde, Arizona, for Use Permit 20130138 on parcel 404-26-032 to allow for a 1.37 Acre Recreational Vehicle Park on parcel 404-26-032. The park is comprised of 17 recreational vehicle spaces for long-term stays of thirty (30) days or more, laundry room and storage area with no time limit. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval. This property is located at 671 S 4th Street.**
 - **Call for STAFF PRESENTATION**
 - **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)**

- Declare PUBLIC HEARING CLOSED
 - Call for COUNCIL DISCUSSION
7. Public Hearing and discussion, consideration, and possible approval of Resolution 2013-892, a Resolution of the Common Council of the Town of Camp Verde, Arizona, for Use Permit 20130111 on Parcel 404-19-018D to allow for the development and operation of a new Library, which is a two story, 17,000 square foot building with 10,000 square foot footprint, an observatory-rainwater tank, parking lot and access road with no time limit. The current library building on parcel 404-19-018D will be removed or demolished to provide parking area for the new library. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval.
- Call for STAFF PRESENTATION
 - 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)
 - Declare PUBLIC HEARING CLOSED
 - Call for COUNCIL DISCUSSION
8. Public Hearing and discussion, consideration, and possible approval of Ordinance 2013-A388, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, a text amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits including those listed under this section to allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council.
- Call for STAFF PRESENTATION
 - Declare PUBLIC HEARING OPEN
 - Declare PUBLIC HEARING CLOSED
 - Call for COUNCIL DISCUSSION

Councilor Jones requested the following item:

9. **Presentation and update by Steve Goetting relative to the activities of the Chamber of Commerce to include a request for funding, followed by discussion, consideration, and possible direction to staff relative to the request for funding.**
10. **Call to the Public for items not on the agenda.**
11. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
12. **Adjournment**

Posted by:

S. Jones

Date/Time:

6-20-2013

11:45 a.m.

Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council 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.



Agenda Item Submission Form – Section I

Meeting Date:

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation Special Session

Requesting Department: Economic Development

Staff Resource/Contact Person: Steve Ayers

Agenda Title (be exact): Discussion and possible approval of a letter asking The Nature Conservancy to consider purchasing the 135-acre Spur Land and Cattle Company property, located at the Verde River and Montezuma Castle Highway, or the property's development rights. This effort may eventually include an unspecified contribution from the Town of Camp Verde.

List Attached Documents: Copy of the letter date June 26, 2013

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviews Completed by:

- Department Head: Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact:

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

Comments:

Background Information:

The 1998 Camp Verde General Plan as well as the 2004 Camp Verde General Plan called for the preservation and protection of the remaining agricultural properties with the town's corporate limits, for reasons of economic development and preservation of community character. The 2004 General Plan went so far as to specifically identify one particular parcel of interest to the community—the property owned by the Spur Land and Cattle Company, commonly known as the Hauser and Hauser Farm, located west of Montezuma Castle Highway and north of the Verde River.

According to the 2004 General Plan the property was designated as a Special Planning District, "Spur Land And Cattle Company has expressed a desire to work with the Town and other entities to conserve areas of this property that are environmentally sensitive and historically important to the Character of the Town."

Recent discussions with the Hauser Family as well as representatives of The Nature Conservancy, indicate that a window of opportunity exist between now and the end of the year to purchase the property and/or it development rights, an action that would preserve the property as a farm and as open space in perpetuity. Should the property be put into a protective trust, it would also open an opportunity to incorporate a portion bordering the Verde River into the Verde River Greenway as well as Rezzonico Family Park.

This letter was requested by both the Hauser family and TNC, in an effort to begin a conversation between the principal parties and to demonstrate the Town of Camp Verde's commitment to seeing the iconic property, its agricultural land use and its scenic value forever protected.

Recommended Action (Motion): Move that the Town of Camp Verde forward the letter to TNC and initiate a conversation that would lead to protection of the property.

Instructions to the Clerk:



Town of Camp Verde

◆ 473 S. Main Street, Suite 102 ◆ Camp Verde, Arizona 86322 ◆
◆ Telephone: 928.554-0000 ◆ Fax: 928.567.9061 ◆
◆ www.campverde.az.gov ◆

The Nature Conservancy:
Dave Gann, Arizona Rivers Program Director
Heather Reading, Verde River Field Representative
Kim Schonek, Verde River Projects Manager
315 S. Cortez St. Suite B
Prescott, Arizona 86303

Dear TNC,

The 2004 Camp Verde General Plan assigned a Special Planning District Designation to several parcels north of the Verde River and west of Montezuma Castle Highway, owned by Spur Land and Cattle Company. The designation was made because, according to the General Plan, "Spur Land And Cattle Company has expressed a desire to work with the Town and other entities to conserve areas of this property that are environmentally sensitive and historically important to the Character of the Town."

The 135-acre property, which has been farmed by the Hauser family since 1974, is the community's iconic piece of real estate, defining Camp Verde in ways no other can. It captures all three features of what the Town's 2004 General Plan identified as its strongest assets: Western/Rural Lifestyle, Verde River and Open Space. In a community once dominated by agriculture, it remains the most visible vestige on the landscape.

It is for these and other reasons, we, the Town of Camp Verde, are reaching out to The Nature Conservancy for assistance in preserving the property in perpetuity—as a farm, as open space and as a scenic fixture along the 18 miles of Verde River Greenway that pass through our corporate limits. After speaking with the owners of the property, the Hauser family and others, we believe a window of opportunity exists during which the property could be secured for the future.

Please accept this letter as an offer to partner with TNC and others in an effort to secure the property and/or its development rights. The Town of Camp Verde's financial resources are limited, but we could provide seed money, demonstrating our sincerity, and assistance in resolving any land use issues which may arise. We look forward to the opportunity to work with TNC in an effort to protect this treasure.

Sincerely,

Charles German
Mayor



Handicap Relay: 711 or Voice: 1-800-842-4681 TTD: 1-800-367-8939





Town of Camp Verde

Exhibit A - Agenda Item Submission Form - Section I

Meeting Date: June 26, 2013

- Consent Agenda Decision Agenda
 Presentation Only Recommendation to Council

Requesting Department: Community Development

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

Agenda Title (be exact): Public Hearing, Discussion, Consideration and possible approval of Resolution 2013-894, a Resolution of the Town of Camp Verde, Yavapai County, Arizona, for parcel 404-26-032 for a total of 17 RV spaces, Laundry Room and Storage Area. This application is requesting uses with no time limit. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval. This Resolution is for Use Permit 20130138: an application submitted by Mr. Gregory Blue owner and will allow for the uses as described. This property is located at 671 S. 4th St.

List Attached Documents: Application, Letter of Intent, Neighborhood meeting affidavit, Directions to property, Site Plan, Land Use Map and Map of the Zoning of Adjacent properties.

Estimated Presentation Time: 15 min.

Estimated Discussion Time: 30 min.

Reviews Completed by: Michael Jenkins – Community Development Director

- Department Head:** Michael Jenkins **Town Attorney Comments:** Review comments received 6-12-2013. "No change or comment" See attached email.

Instructions to the Clerk: Include 24" x 36" maps to Council members.

Recommended Motion: A Motion to approve Resolution 2013 894, submitted by Mr. Gregory Blue owner, for Use Permit 20130138 to allow for a total of seventeen (17) RV spaces, Laundry Room and Storage area for maintenance equipment. No time limit for requested uses. The property is located on parcel 404-26-032 consisting of approximately 1.31 acres at 671 S. 4th St. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval.

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

Town of Camp Verde

Agenda Item Submission Form – Section II (Staff Report)

Department: Community Development

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

Contact Information: 554-0051

Background:

History:

Mr. Gregory Blue has submitted an application for a Use Permit to Yavapai County for the expansion of the existing RV Pak which is for long term and affordable housing. Mr. Blue would like to bring the property into compliance and make improvements which include adding five (5) additional spaces to the existing 12 spaces for a total of 17. The site plan shows 18 spaces, please note there is no space “13”. Currently there is a double wide manufactured home on the property which will be removed. Additions include a Laundry Room, Storage area for the storage of maintenance equipment for the Park and in addition, the dumpster for trash would be enclosed to improve the appearance of the Park.

The following has been completed by the applicant and staff:

Agencies were notified. The responses are as follows:

Town of Camp Verde Building Official – Removal of any buildings will require a “Demolition Permit and construction of new buildings will require a Building Permit.

Town of Camp Verde Community Development Director – With the completion of the Use Permit, this property will be in compliance and allow for a small expansion of spaces and amenities.

Town of Camp Verde Town Engineer – No Comments

Camp Verde Water - CV Water currently serves this parcel. There is a 6” main which would provide Fire protection if needed.

Yavapai County Flood - No Concerns

Yavapai County Environmental Services – No Comments

Camp Verde Sanitary District – No Comments

Camp Verde Fire District – No Comments

- 24 letters were mailed by staff to properties within 300’ of the subject parcel on May 16, 2013. 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. The meeting was held May 9, 2013 in the Community Development Office suite 109 from 5:00 pm to 6:00 pm., a staff member was present. There were 2 neighbors who attended the meeting.
- *Statement of the Problem or Opportunity:* If the property is not rezoned, compliance with the Planning & Zoning Ordinance cannot be achieved.

Alternatives/Options/Solutions: None

Comparative Analysis: None

Fiscal Impact to the Town: None

Other Impacts: None

Conclusion: This property has been out of compliance for some time and Mr. Blue wished to bring this property in line with the current Ordinances. The first phase was to rezone the property which has achieved. This Use Permit Application will complete the process and Sunland RV Park will be in compliance with the Planning & Zoning Ordinance.

Recommendation Planning & Zoning Commission:

Meeting held Thursday June 6, 2013

On a motion by Hough, seconded by Parrish, the Commission unanimously approved this item as presented, including in-perpetuity, authorizing a use permit for long-term RV space rental, 17 RV total RV spaces, a laundry room and storage area, located on parcel 404-26-032 at 671 S. 4th St.

Recommended Motion:

A Motion to approve Resolution 2013 894, submitted by Mr. Gregory Blue owner, for Use Permit 20130138 to allow for a total of seventeen (17) RV spaces, Laundry Room and Storage area for maintenance equipment. No time limit for requested uses. The property is located on parcel 404-26-032 consisting of approximately 1.31 acres at 671 S. 4th St. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval.

DRAFT



RESOLUTION 2013- 894

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, FOR USE PERMIT 20130138 ON PARCEL 404-26-032 TO ALLOW FOR A 1.37 ACRE RECREATIONAL VEHICLE PARK ON PARCEL 404-26-032. THE PARK IS COMPRISED OF 17 RECREATIONAL VEHICLE SPACES FOR LONG TERM STAYS OF THIRTY (30) DAYS OR MORE, LAUNDRY ROOM AND STORAGE AREA WITH NO TIME LIMIT. ANY CHANGES TO THESE USES MUST COME BEFORE THE PLANNING & ZONING COMMISSION AND TOWN COUNCIL FOR APPROVAL.

The Common Council of the Town of Camp Verde hereby resolves as follows:

1. The Common Council hereby finds as follows:
 - A. A request for approval of Use Permit 20130138 was filed by Mr. Gregory Blue owner of parcel 404-26-032 located at 671 S. 4th St. Camp Verde, Arizona 86322. This parcel is zoned RS (Residential Services), and the proposed uses are permitted under such zoning.
 - B. The request was reviewed by the Planning and Zoning Commission on June 6, 2013 and by the Common Council on June 26, 2013 in public hearings that were advertised and posted according to state law.
 - C. A neighborhood meeting was held on May 09, 2013 by the applicant as required by the Town of Camp Verde Planning & Zoning Ordinance, Part 6, Section 601 (Zoning Decisions) A.3.a-e.
 - D. The purpose of the Use Permit is to establish a Recreational Vehicle Park on parcel 404-26-032 and the operation of Sunland RV Park. All of the requested uses to continue with no time limit, but are subject to the requirements of Part 6, Section 601 (Zoning Decisions), C. 1 & 2 of the Town of Camp Verde Planning & Zoning Ordinance.

The Common Council of the Town of Camp Verde hereby approves UP 20130138 for the purpose of establishing Sunland RV Park located on parcel 404-26-032 with no time limit on this Use Permit, but subject to Part 6, Section 601 (Zoning Decisions), C 1 & 2 of the Town of Camp Verde Zoning Ordinance. Any changes to the allowed use will have to come before the Planning & Zoning Commission and the Town Council.

PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON JUNE 26, 2013.

Charlie German, Mayor

Date: _____

Approved as to form: _____
Town Attorney

Attest: _____
Deborah Barber, Town Clerk

Use Permit Check List

Pre-Application Conference with staff and the Community Development Director was held prior to application submittal.

***Staff Report**

Will include summary of agency & citizen's comments, Traffic Impact Analysis or ADOT approval of site access (if applicable), Town requirements, Applicant's narrative as it addresses requirements for application and recommended stipulations if approved. (if any)

*** Current Resolution for reference** (if applicable)

***Resolution** (for Council Hears Planning & Zoning)

Reviewed and approved by the Town Attorney (For Council Hears P & Z)

*** Application including:**

1. ***Directions to Property**

2. ***Letter of Intent (Narrative)**

3. ***Comments from the Town Attorney after review of the Resolution.**

4. ***Consent or Approval letter from property owner** (if applicable)

5. ***Public Participation, Neighborhood meeting, completed. Date: MAY 9, 2013**

- ***Affidavit of summary of meeting**
- ***Statement of how the applicant addressed neighborhood concerns.**
- Copy of letter sent to neighbor's within 300'
- Posting of Property by applicant (photo)
- Affidavit attesting to notification of neighbors
- Sign in sheet

6. ***Site Plan**

7. ***Vicinity Map**

8. ***Land Use Map**

9. ***Zoning Map**

Legal Description

Advertising & Posting has been completed & meet State Law Requirements.

Off Premise Signs - ADOT outdoor advertising permit (if applicable) for commercial signage

Traffic Impact Analysis or ADOT approval of site access (if applicable)

NOTE: *Indicates included in packet. All other items, not in bold lettering, are in the applicants folder and available for viewing upon request.



Land Use

Project #: 20130138

Application Form

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: SUNLAND RV-TRAILER PARK

Please print or type legibly

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

Owner Name: GREG BLUXE Applicant Name: GREG BLUXE
 Address: 95 E. CLIFF HOUSE DR., #A Address: SAME
 City: CAMP VERDE State: AZ Zip: 86322 City: _____ State: _____ Zip: _____
 Phone: 928.300.4747 Phone: _____
 E-mail: GREGORY.BLUXE@HOTMAIL.COM E-Mail: _____

4. Property Description: Parcel Number 404-26-032 Acres: 1.37

Address or Location: 671 S. 4TH ST., CAMP VERDE, AZ

Existing Zoning: RS Existing Use: RV/TRAILER PARK

Proposed Zoning: _____ Proposed Use: _____

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

USE PERMIT FOR IMPROVEMENTS AND EXPANSION OF SUNLAND RV/TRAILER PARK

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: [Signature] Date: 3.11.2013 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: [Signature] Date: 3.11.2013

March 23, 2013

Town of Camp Verde
Community Development
473 S. Main St., Suite 108
Camp Verde, AZ 86322

Ref: Use Permit
Sunland RV/Trailer Park
671 S. 4th Street
Camp Verde, AZ 86322

Dear Mayor and Counsel Members:

Sunland RV/Trailer Park is presently an 11 space plus an affixed rental home which would make the total of 12 spaces. The park has been in continuous use since before 1964.

The Sunland RV/Trailer Park is for use of 30 days or longer. The park does not rent spaces for less than a "30-day stay". The Park is uniquely secluded and is not on an arterial roadway. It is centrally located in the Town proper of Camp Verde

As part of the improvements and expansion, I am requesting a Use Permit in perpetuity; as other RV/Trailer Parks within the town limits have received.

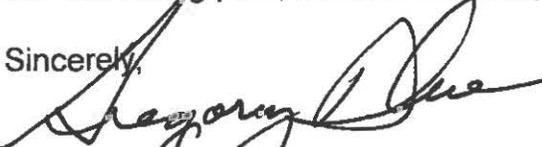
If approved, I propose to tear down and remove the existing storage building. In addition I would enclose the rubbish area and add 5 (five) more RV spaces, which would give the Park a total of 17 spaces as there is no Number "13" space. One of the 12 original spaces would be the possible removal of a double wide affixed mobile. I would be adding a laundry room and a storage area, which would be used for containment of the park's maintenance equipment.

This Park has a great mix of residents. Some are retired; however, most work within the community and contribute to the community. By living and contributing to sales taxes collected for the town.

This Park also meets a genuine need for affordability without governmental assistance, and has been doing so since the early 1960's. The Rules and Regulations are less discriminating than some other Parks within town limits. Meaning that I do not have an age or size restriction on the RV's or trailers.

The Park is able to maintain its affordability because it lacks the recreational improvements such as: swimming pool, recreation rooms, etc.

Sincerely,



Gregory Blue
Sunland RV/Trailer Park
95 E. Cliff House Dr. #A
Camp Verde, AZ 86322

Jenna Owens

From: Bill Sims <wjsims@simsmurray.com>
Sent: Wednesday, June 12, 2013 10:34 AM
To: Jenna Owens
Subject: RE: One Ordinance and two Resolutions for your review from Camp Verde

Jenna:

Here are my questions and comments:

Resolution 2013-894

SUNLAND RV PARK

- No change or comment
- Good to go

Resolution 2013-892 LIBRARY

- Why is the waiver of height requirements not a variance going through Brd of Adj?

Ordinance 2014-A388 TEXT AMENDMENT

- What rights to the rights in 3.a-d retain? Do they lose all their rights?

I am headed to a hearing in Jerome for the rest of the day followed by a city attorney conference in Prescott on Thursday and Friday. I am out of the office Monday and Tuesday of next week but reachable by cell.

William J. Sims III
Sims Murray, Ltd.
2020 N. Central Avenue, Suite 670
Phoenix AZ 85004
Direct: 602-772-5501
Fax: 602-772-5509
Cell: 602-524-0575
Legal Assistant: 602-772-5502
wjsims@simsmurray.com

From: Jenna Owens [mailto:Jenna.Owens@campverde.az.gov]
Sent: Monday, June 10, 2013 3:13 PM
To: Bill Sims
Subject: One Ordinance and two Resolutions for your review from Camp Verde

Good Afternoon Mr. Sims,

I have attached a Resolution for a Use Permit for the proposed new Town of Camp Verde Library, a Resolution for the Sunland RV Park and an Ordinance for a text amendment change for the RR Use District.

All three of these will be going to Town Council on June 26th, but I will have to have all revisions done and paperwork submitted to the Town Clerk on the morning of Monday June 17th.

I hope that you will be able to send me your revisions by the end of Thursday the 13th. Should you have any questions or concerns, please feel free to contact me and Thank You!

Respectfully,

Jenna Owens

JENNA OWENS – ASST. PLANNER
TOWN OF CAMP VERDE
473 S. MAIN ST. SUITE 109
CAMP VERDE, AZ 86322

PH: (928) 554-0053

****PLEASE CHANGE YOUR RECORDS TO REFLECT THE NEW PHONE NUMBER ABOVE**

jenna.owens@campverde.az.gov

Effective August 27, 2012, Hours of operations for all Town offices are Monday - Thursday 7 am to 5 pm and Friday 7 am to 11 am.

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. 

Affidavit

I Gregg Blug owner of parcel 404-26-032 have notified my neighbors within 300' of my residence, by sending letters on APRIL 17, 13 to notify them of the neighborhood meeting that I conducted on the 9 day of MAY 2013

I posted my property with meeting date and time on the 25 day of APRIL 2013.

I Gregg Blug owner of parcel 404-26-032 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 MAY 2013

Summary

Statement: SEE ATTACHED

If Summary statement is too long, attach a copy.

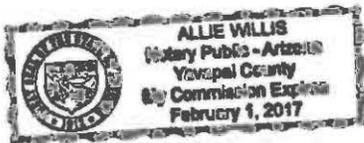
State of Arizona

County of Yavapai

[Signature]
Signature of Document Signer No. 1

Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 11th day of March 2013



[Signature]
Signature of Notary

May 10, 2013

Ref: Neighborhood Meeting of 5/9/2013

Meeting began at 5:00 PM and ended at 6:30 PM.

Mary Gabbard and Juanita Bracken were in attendance.

Mary's first question to me was, what were you doing and hauling on November 11, 2011. My answer to her was that I was removing sediment in a drainage ditch that had filled in.

Then Juanita wanted to know why 4th Street doesn't extend down to General Crook Trail? I explained to her that the property that would connect to General Crook Trail is private owned and doesn't have an ingress and egress easement that would allow for the continuance of 4th Street.

Then Mary stated that she was tired of the amount of traffic on 4th Street. I gave her no response. Then Mary asked where the additional R.V. spaces were going to be located. I showed Mary the site plan of the proposed passes, where they were to be located.

Mary asked why there was not access to Highway 260 from the R.V. Park? My response was that the Park has been historically serviced from 4th Street. Then Mary commented she felt that the additional spaces would create more traffic on 4th Street.

Then Mary commented about some of the residence that had previously lived at the Park. I shared with her that when I purchased the Park I removed any problem residence and they vacated the premises. Then Mary continued that she would like the Counsel to consider an alternative roadway to General Crook Trail so that traffic would be diverted off of 4th Street. Again she continued to express that she feels that the R.V. Park devalues her home of which she purchased approximately 1 year ago. Her description of this R.V. Park is "the hole". I explained to her how the process works. That it would go before Planning and Zoning Commission for recommendation and that she will have an opportunity to express her thoughts further with the Commission. I then explained that after the Planning and Zoning Commission, in approximately 2 weeks, the Counsel will have a meeting in which she can again express her thoughts again.

Then for the next 30 minutes, she expressed herself about Ron Long's house, which is across the street from her; stop signs; the Town Manager; and etc. in which I had no comment to offer her regarding her 30 minute episode.



Parcel ID	Check Digit
404-26-032	6
Owner	
BLUE GREGORY	
Owner's Mailing Address	
95 E CLIFF HOUSE DR APT A CAMP VERDE, AZ 863227389	
Secondary Owner	
N/A	
Recorded Date	
1985-04-24	
Last Transfer Doc Docket	Last Transfer Doc Page
1715	826
Physical Address	Incorporated Area
671 S 4Th St	Town of Camp Verde

[Contact Yavapai County GIS](#)

Assessor Acres

1.37

School District

Camp Verde Unified SD #28

Improvements (3)

Type: Mobile Home Yard Improvements

Floor area: 1

Effective/constructed: 1979

Type: Affixed Mobile Home

Floor area: 1056

Effective/constructed: 1979

Type: Mobile Home Park

Floor area: 12

Effective/constructed: 1989

Assessment

2014 Full Cash Value

\$62,395

2014 Limited Value

\$62,395

2014 Assessment Ratio

10

2014 Legal Class

Residential Other

2014 Net Assessed Full Cash Value

\$6,240

2014 Net Assessed Limited Value

\$6,240

Taxes

Tax Area Code

2872

Subdivision

(Recorded Docs)

Camp Verde Heights

Fire District

Camp Verde FD

Subdivision Type

M

County Zoning Violation

No Zoning Violation

Recent Sale Date

Sale Amount

SUNLI RV PARK

PLAN ACTS 1 & 2 CAMP VERDE HEIGHTS

SECTION IN THE NE 1/4 OF SECTION 31, T4N, R3E, S3E, YAVAPAI COUNTY, ARIZONA AS RECORDED IN BOOK 3 MARK PAGE 33 OF THE YAVAPAI COUNTY RECORDS

WEB-CRESCENT BLVD
CLIFF HOUSE DR, APT. A
TUCSON, AZ 85712
480-246-3311
95 ACRES ± 14 ACRES
SUNLI 18-10

THIS PLAN IS SUBJECT TO ALL CONDITIONS, RESTRICTIONS, COVENANTS, EASEMENTS, AND INTERESTS OF RECORD ON THIS TRACT AS OF DATE OF THIS PLAN.

GENERAL NOTES

THESE ARE THE ACTS 1 & 2 CAMP VERDE HEIGHTS WHICH WILL BE BOUND BY THE CONDITIONS, RESTRICTIONS, COVENANTS, EASEMENTS, AND INTERESTS OF RECORD ON THIS TRACT AS OF DATE OF THIS PLAN.

THIS PLAN DOES NOT PURPORT TO REPRESENT THE EXACT LOCATION OF ANY UTILITIES OR STRUCTURES ON THIS TRACT. THE LOCATION OF ANY UTILITIES OR STRUCTURES SHOULD BE DETERMINED BY A TITLE EXAMINER.

NOTES: THESE ARE THE ACTS 1 & 2 CAMP VERDE HEIGHTS WHICH WILL BE BOUND BY THE CONDITIONS, RESTRICTIONS, COVENANTS, EASEMENTS, AND INTERESTS OF RECORD ON THIS TRACT AS OF DATE OF THIS PLAN.

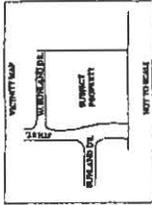
THESE ARE THE ACTS 1 & 2 CAMP VERDE HEIGHTS WHICH WILL BE BOUND BY THE CONDITIONS, RESTRICTIONS, COVENANTS, EASEMENTS, AND INTERESTS OF RECORD ON THIS TRACT AS OF DATE OF THIS PLAN.

SCALE: 1"=30'

DATE: 05/10/2011
DRAWN BY: J. OF MARK, P.C.E. 22
CHECKED BY: [REDACTED]
CALCULATED BY: [REDACTED]

1 - ACTS 1 & 2 CAMP VERDE HEIGHTS
2 - ACTS 1 & 2 CAMP VERDE HEIGHTS
3 - ACTS 1 & 2 CAMP VERDE HEIGHTS
4 - ACTS 1 & 2 CAMP VERDE HEIGHTS
5 - ACTS 1 & 2 CAMP VERDE HEIGHTS
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15 - ACTS 1 & 2 CAMP VERDE HEIGHTS
16 - ACTS 1 & 2 CAMP VERDE HEIGHTS
17 - ACTS 1 & 2 CAMP VERDE HEIGHTS
18 - ACTS 1 & 2 CAMP VERDE HEIGHTS

ALL UTILITIES ARE SHOWN FROM PUBLIC RECORDS AND NOT TO BE TAKEN INTO ACCOUNT UNLESS SHOWN OTHERWISE.



MEMBER OF THE NATIONAL SURVEYING SOCIETY
CAMP VERDE, AZ 85712
480-246-3311



ACTS 1 & 2 CAMP VERDE HEIGHTS
SECTION IN THE NE 1/4 OF SECTION 31, T4N, R3E, S3E, YAVAPAI COUNTY, ARIZONA AS RECORDED IN BOOK 3 MARK PAGE 33 OF THE YAVAPAI COUNTY RECORDS

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Land Use Map

Adjacent Properties Land Use

Project: 20120238

Sunland RV Park, Camp Verde



Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of this information should be considered to be, or used as, a legal document. The information is provided subject to the condition that the user knowingly waives any and all claims for damages against Maricopa County Assessor's Office.

Zoning Map

Zoning of Adjacent Properties

Project: 20120238

Sunland RV Park, 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 condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from

MINUTES DRAFT
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS SUITE 106
THURSDAY JUNE 06, 2013
6:30 PM

*Sunland RV Park
Item # 6*

Minutes are a summary of the discussion. They are not verbatim.
Public input is placed after Council discussion to facilitate future research.

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

1. Call to Order

Chip Norton called the meeting to order at 6:30pm.

2. Roll Call

Chairman Norton, Vice Chairman Blue, Commissioners Hisrich, Freeman, Parrish, Davis and Hough were present.

Also Present

Community Development Director Mike Jenkins, Assistant Planner Jenna Owens, and Library Director Kathy Hellman. Town Manager Russ Martin was in attendance from 6:50-7:35pm.

Chip welcomed new Commissioner B.J. Davis.

3. Pledge of Allegiance

Davis led the Pledge.

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: 05-02-2013 Regular Session**
- b. **Set Next Meeting, Date and Time: As needed**

On a motion by Hough, seconded by Freeman, the Commission voted unanimously to approve the Consent Agenda.

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.)

There was no public input.

6. Public Hearing, Discussion, Consideration and Possible Recommendation to Council on Use Permit 20130138, an application submitted by Mr. Gregory Blue. This Use Permit, if approved by Council, is for long term RV space rental, 17 total RV spaces, and a laundry room and storage area. The Park is located on parcel 404-26-032 at 671 S. 4th St.

On a motion by Hough, seconded by Parrish, the Commission unanimously approved this item as presented, including in perpetuity.

Commissioner Blue recused himself for this agenda item.

Assistant Planner Jenna Owens explained the applicant is requesting to add 5 more RV rental spaces to the existing 12 for total of 17, in perpetuity. The agencies that have been notified required demolition and a building permit. Use permit will allow for expansion and amenities. Six inch main provides fire protection. 24 letters were mailed to surrounding area residents within 300 feet on May 16th, notifying them of Town Council times and dates for express any concerns. Two residents attended the May 9th neighborhood meeting. The Park has been out of compliance for some time, and Mr. Blue has completed the Zoning Map Change and wants to bring the park into complete compliance by apply for a Use Permit.

APPLICANT'S STATEMENT

Mr. Blue explained the RV Park consists of half retired and half career people, and that they lose only one person a year. There is a huge waiting list and the density issue has been addressed. The Park has existed since the 1960s. It was first sold as a mobile home park to other parties who turned it into an RV park, but there were issues with the septic. Now sewer is available. The use permit process was started, but never completed, so the property had been out of compliance all along, before sold to Mr. Blue. He wants to bring

it into compliance. Any complaints on the property about the use permit are addressed as a system of check and balances to ensure the uses remain the same.

- 7. Public Hearing, Discussion, Consideration and Possible Recommendation to Council on Use Permit Application submitted by Ms. Kathy Hellman, Library Director of the Town of Camp Verde, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. footprint raised approximately 3 feet above current ground level, a future Observatory – Rain Water Tank, public access and parking lot. The address of this project is 130 Black Bridge Rd. and covers parcels 403-19-018B, 18C & 19. The current zoning district designation for the subject parcels is R1-18 and the district requires a Use Permit for Government Facilities and facilities required for the provision of utilities and Public Services.**

On a motion by Hough, seconded by Davis, the Council unanimously approved this item as stated, except with the recommendation to truncate Moser Lane as a one way in, one way out, and renaming the road to "Rezzonico Lane."

STAFF STATEMENT

Mike Jenkins explained the property consists of 3 parcels. They have submitted for parcel combination, with external boundaries being used for set-backs. In existence since 1975, library services will continue at the current location during construction. In 2007, it was voted by Council, 4 to 1 to build a new library in the present location. He reported that on April 11, 2013, 27 community members attended the neighborhood meeting about the new building. 7 agencies attended the first development standards review, and 12 agencies attended the second. He explained that the old building would be demolished. The new two-story building would include a drive-in book drop, a 50-60 person meeting room, a park area for all-age programs, an observatory, a rain water tank, additional parking and landscaping. He explained that the new building is designed to be a 38ft structure in an area with a 30ft height limitation. He asked the Planning & Zoning Commission to recommend to Council to waive this requirement. Mr. Jenkins further explained that the Town is exempt from zoning.

Kathy Hellman stated she was available for the Council's questions.

APPLICANTS STATEMENT

The library's architect Joel Westervelt, explained that the project design was based on regional context, using traditional materials, such reclaimed timbers, corrugated metal, limestone and other local materials to make it look like it belongs. He showed photos of proposed buildings. The stone base would be 3 feet high to elevate the building out of the flood plain as per the county's requirement. Steel panels would articulate the building, a style used in 1842 in Paris and for Boston Public library. The façade would consist of river rock with signage, and the building would include a reading terrace on the second story, a ridge skylight, rain water harvesting system, and an observatory on top. The rain water would help to irrigate landscaping. Special panels would help lower energy cost. The site would use permeable surfacing to reduce runoff. Overall, the building design combines local traditions, new technology, and design elements which would make it a Civic icon, of which to be proud.

COMMENT FROM OTHER PERSONS

Community resident David White said he was born and raised east of the new library site. He said he attended one of the neighborhood meetings where they were told their input would not influence the project. His mother lives adjacent to the library property, and he was concerned about any plans to widen Black Bridge, which might encroach upon property lines. He expressed disapproval of the decision to build a community icon in the middle of a flood zone, telling a story of a past flood which almost flooded his mother's property. He was also concerned that the design of the library grounds would funnel run off straight into his mother's property. He recommended building the library in the middle of town instead, and expressed discomfort with being beat into submission because the new building is practically a "done deal." He asked if they might turn the building long ways and attach it to the existing berm, at the very least, to lessen the impact of floodwaters on surrounding properties.

STAFF COMMENTS

Community Development Director Mike Jenkins clarified there would be no widening of Black Bridge road, and disagreed with Mr. White's statement that their input does not matter.

Chairman Norton explained to David White that the format of the meeting does not allow for back-and-forth debate on points of disagreement.

BOARD DISCUSSION

Hough stated he did not know they could recommend a building height higher than what the code dictates and asked if that was not something the Board of adjustments has to approve?

Jenkins replied council may allow for some variance if it is in the best interest of the community and the building's design. He explained that in this use permit process, that involves public hearings, some variation

is authorized, where the Council effectively functions as a quasi-Board of Adjustments. He explained certain structures such as the Observatory/rainwater tank do not have to meet the height restrictions according to code.

Architect Westervelt responded to Commissioner Davis' question about traffic impact, explaining there was no requirement to complete a traffic impact analysis, but that they could expect a parking lot tripled in capacity. He said most of the traffic would come from Montezuma Castle Hwy. In response to the flood water impact concerns, he answered that the flood analysis is based on the footprint of the building, and that the orientation of the building along the axis of river reduces impact. He said they also reduced the maximum allowable width of the structure to reduce flood water impact.

Howard Parrish commented that the building looked more like an apartment house in Phoenix than a traditional structure.

In response to Blue's questions, Jenkins explained that the new water line misses where the new library will be, and that it would tie into service for the library.

Commissioner Hisrich pointed out that minutes from a previous meeting mention widening Black Bridge. Jenkins explained that was a discussion prior to discovery with survey. Hisrich stated the public needs to know it will not be widened.

Parrish asked about the fire department's review of the site plan. Architect Westervelt explained there would be a new hydrant installed at the eastern corner of building.

Blue asked what would happen to Moser Lane. Jenkins replied there would be a new Moser Lane, and that typically, if it will be public access, it would be dedicated. He said he would ask the Town Engineer and get back with more details. He said usually the process is that the Council can decide on the name of the road.

Commissioner Davis asked how far away the right of way is from surrounding property. Architect Westervelt answered that the surrounding property would be about 35 feet from the right of way.

Commissioner Hough recommended making Moser Lane into a cul de sac with no connecting road to the residential area to keep the public area separate, and said to make sure it meets fire codes. He recommended renaming the road Rezzonico Lane after the family that donated the land.

Architect Westervelt said the neighbors expressed the desire to access Montezuma Castle highway from Moser Lane, but that Hough's suggestion is feasible.

Chairman Norton asked for more insight into the flood control process. Jenkins explained that they are not increasing any prohibition of flow. They must not create a damming effect. Their current flood calculations show no additional back water. The building was designed as a two-story structure to minimize its footprint. The triangular shape of the property also keeps flood waters from encroaching into park property. The Town acquires building permits, county reviews the calculations, and flood control approves the calculations before a building permit is issued.

Hough asks David White for his feedback about making Moser Lane into a cul de sac. White replied that there was no big issue, but that it would certainly create a longer route to access the northbound highway entrance.

8. Public Hearing , Discussion, Consideration and Possible Recommendation to Council on a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District, to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits no listed under this section. This language would allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council. Staff: Michael Jenkins

Jenkins explained that Jackpot Ranch's use permit is coming up on its expiration date, but that under the current codes, they cannot continue to provide their unique services without rezoning. The new language would allow renewal of prior use permits. However, anyone new in the RR district cannot apply for use permit for expanded uses, but do require rezoning, so that zoning is able to maintain control.

Hough cited the example of Historical Babe's C3 zoning use permit, to explain that it is important not to lose control of the business nucleus. Jenkins agreed. Hough cited the example of the RV Park's request for a single cell tower, saying they should be able to apply for a new use permit that guarantees what they already have. Jenkins explained the new proposed language would accomplish exactly that, and quoted from the RR zone use permits code.

Hisrich and Freeman asked if this change was being made for Jackpot Ranch only. Jenkins replied that Rainbow Acres in perpetuity and Jackpot Ranch are the only places in Town with use permits for expanded uses.

Davis wanted to make sure Council still retained the power to deny resubmissions of use permits and Jenkins confirmed this would be the case.

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

There was no public input.

There will be no Public input on the following items:

- 10. 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.

Commissioner Parrish reported the America Legion 4th of July parade takes place at 10 or 11 am.

11. Staff

Jenna Owens stated there was nothing scheduled for the July meeting at this time.

12. Adjournment

On a motion by Hisrich, seconded by Blue, the Council unanimously voted to adjourn the meeting at 7:55pm.

Chip Norton, 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 Special Session of the Town of Camp Verde, held on the 4th day of June 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2013.

Sebra Warren, Recording Secretary

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: _____ Date/Time: _____

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: June 26, 2013

- Consent Agenda Decision Agenda Executive Session Requested
 Presentation Only Action/Presentation

Requesting Department: Community Development

Staff Resource/Contact Person: Michael Jenkins

Agenda Title (be exact):

Public Hearing, Discussion, Consideration and Possible approval of Resolution 2013 892, a resolution of the Common Council of the Town of Camp Verde, Arizona for parcel 404-19-018D for the development & operation of the Camp Verde Community Library with no time limit. Any changes to these uses must come before the Planning & Zoning Commission and Town Council for approval. This resolution for Use Permit 20130111 was submitted by Ms. Kathy Hellman, Library Director of the Town of Camp Verde, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. foot print, an observatory-rain water tank, parking lot and access road. The current building on parcel 404-19-018B will be removed or demolished to provide parking for the proposed library. The Council will also be considering an allowance for a 38 foot maximum building height. The R1-18 District dimensional standards require a maximum building height of 30'.

List Attached Documents:

Applicant's application submittal (For Use Permit 20130111 for Camp Verde Community Library)

- Use Permit Application
- Letter of Intent
- Directions to Property
- Yavapai County Assessor's Office Parcel Information
- Neighborhood Meeting
- Site Plan
- Zoning Map
- Land Use Map

Estimated Presentation Time: 20 minutes (Staff & Applicant)

Estimated Discussion Time: 20 minutes

Reviews Completed by: Michael Jenkins (Community Development Director) and Jenna Owens (Assistant Planner/Admin. Asst.)

Department Head: Michael Jenkins

Town Attorney Comments: Review comments received 6-12-2013. Attorney Question: Why is the waiver of height requirements not a variance going through the Board of Adjustments? Michael Jenkins discussed with the attorney, per his previous determination, the Town is exempt from zoning regulations. The attorney agreed and approved.

Recommended Action (Motion):

A Motion to approve Resolution 2013 892 & Use Permit 20130111 submitted by Ms. Kathy Hellman, Library Director, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. footprint. The building, observatory-rain water tank, parking and access road are located on parcel 404-19-018D.

- **Included in this approval is an allowance for a 38 foot maximum building height instead of a 30 foot maximum building height as required in the district dimensional standards for the designated R1-18 Zoning District.**
- **In addition, this approval is to truncate the access road into the Library just beyond the parking lot entrance. There will be a turnaround at the end of the access road just beyond the parking lot entrance to the east as recommended by the Planning & Zoning Commission.**
- **Name of the access road to be W. Rezzonico Ln. as recommended by the Planning & Zoning Commission.**
- **Staff is directed to insure that the site plan for this project is updated to meet all requirements of approval prior to being included in the Use Permit file for this application and prior to any building permits being issued.**

Instructions to the Clerk: None

Agency Review: There were 7 agencies in attendance for the Development Review meeting that gave comment on this proposed project. The Development Review meeting was held on April 2, 2013 where 12 people were in attendance. The agencies gave their comments on the project to Kathy Hellman Library Director and Joel Westervelt Architect.

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

Town of Camp Verde

Agenda Item Submission Form – Section II (Staff Report)

Department: Community Development

Staff Resource/Contact Person: Michael Jenkins Community Development Director and Jenna Owens Asst. Planner

Contact Information: Michael Jenkins

Background:

The current Library has been in existence since 1975 and library services will continue at the current location throughout the new construction project. The new library will be a two-story 17,000 square foot building with a 10,000 square foot footprint raised approximately 3 feet above current ground level. The building at 33 W. Moser Lane (old Marshal's Office) will be demolished and used for fill. The current library at 130 N. Black Bridge Road will be removed or demolished to provide a parking for the new library is occupied. A drive-up materials return will be included on the NW corner of the new library facing Montezuma Castle Hwy. A 50-60 person meeting room will be located on the East end of the building and may accommodate community meetings when the library is closed. Library services may utilize the Rezzonico park area for children's, teens and/or adult programming. Additional parking will be added, landscaping and other aesthetic improvements as part of the project to meet the requirements of the Planning & Zoning Ordinance.

Neighborhood Meeting: As required, a neighborhood meeting was held by the applicant on April 11, 2013 at the Library meeting room. The meeting was held from 6:30 pm to 8:00 pm. and there were 17 neighbors/participants in attendance. (Attached: Affidavit of the Neighborhood Meeting, Sign in Sheet & Questions and Answers).

Agency Review: There were 7 agencies in attendance for the Development Review meeting that gave comment on this proposed project. The Development Review meeting was held on April 2, 2013 where 12 people were in attendance. The agencies gave their comments on the project to Kathy Hellman Library Director and Joel Westervelt Architect.

Recommendation by the Planning & Zoning Commission:

Meeting held June 6, 2013

On a motion by Hough, seconded by Davis, the Council unanimously recommended approval of this item as stated, except with the recommendation to truncate Moser lane as a one way in, one way out, and renaming the road to "Rezzonico Lane."

Recommended Motion:

A Motion to approve Resolution 2013 892 & Use Permit 20130111 submitted by Ms. Kathy Hellman, Library Director, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. footprint. The building, observatory-rain water tank, parking and access road are located on parcel 404-19-018D.

- **Included in this is approval is an allowance for a 38 foot maximum building height instead of a 30 foot maximum building height as required in the district dimensional standards for the designated R1-18 zoning district.**
- **In addition in this approval is to truncate the access road into the Library just beyond the parking lot entrance. There will be a turnaround at the end of the access road just beyond the parking lot entrance to the east.**
- **Name of the access road to be W. Rezzonico Rd. as recommended by the Planning & Zoning Commission.**
- **Staff is directed to insure that the site plan for this project is updated to meet all requirements of approval prior to being included in the Use Permit file for this application and prior to any building permits being issued.**



RESOLUTION 2013 892 **DRAFT**

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, FOR USE PERMIT 20130111 ON PARCEL 404-19-018D TO ALLOW FOR THE DEVELOPMENT AND OPERATION OF A NEW LIBRARY WHICH IS A TWO-STORY 17,000 SQ.FT. BUILDING WITH 10,000 SQ. FT. FOOTPRINT, AN OBSERVATORY-RAINWATER TANK, PARKING LOT AND ACCESS ROAD WITH NO TIME LIMIT. THE CURRENT LIBRARY BUILDING ON PARCEL 404-19-018D WILL BE REMOVED OR DEMOLISHED TO PROVIDE PARKING AREA FOR THE NEW LIBRARY. ANY CHANGES TO THESE USES MUST COME BEFORE THE PLANNING & ZONING COMMISSION AND TOWN COUNCIL FOR APPROVAL.

The Common Council of the Town of Camp Verde hereby resolves as follows:

1. The Common Council hereby finds as follows:

- A. A request for approval of Use Permit 20130111 was filed by Ms. Kathy Hellman, Library Director for the Town of Camp Verde on parcel 404-19-018D. This parcel is zoned R1-18 (Residential: single-family) and the proposed uses are permitted under such zoning with a Use Permit per Part 2, Section 200, C.3.a.
- B. The request was reviewed by the Planning and Zoning Commission on June 06, 2013 and by the Common Council on June 26, 2013 in public hearings that were advertised and posted according to state law.
- C. A neighborhood meeting was held on April 11, 2013 by the applicant as required by the Town of Camp Verde Planning & Zoning Ordinance, Part 6, Section 601 (Zoning Decisions) A.3.a-e.
- D. The purpose of the Use Permit is to establish the Use on parcels 404-19-018D. The proposed use is to continue with no time limit, but is subject to the requirements of Part 6, Section 601 (Zoning Decisions), C. 1 & 2 of the Town of Camp Verde Planning & Zoning Ordinance.
- E. It is determined that an allowance of a 38 foot maximum building height be granted instead of the required maximum building height limit for the R1-18 zoning district (Part 2, Section 203 Use Districts B., Table 2-2: R1 Dimensional Standards) This allowance is determined to be in the best interest of the Town of Camp Verde and it's public, as allowed under Part 6, Section 601.C.1.d of the Town of Camp Verde Planning and Zoning Ordinance.

The Common Council of the Town of Camp Verde hereby approves Use Permit 20130111 for the purpose establishing the Use located on parcel 404-19-018D with no time limit on this Use Permit, but subject to Part 6, Section 601 (Zoning Decisions), C 1 & 2 of the Town of Camp Verde Zoning Ordinance. Any changes to the allowed use will have to come before the Planning & Zoning Commission and the Town Council.

PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON JUNE 26, 2013.

Charlie German, Mayor

Date: _____

Approved as to form: _____
Town Attorney

Attest: _____
Deborah Barber, Town Clerk

Jenna Owens

From: Bill Sims <wjsims@simsmurray.com>
Sent: Wednesday, June 12, 2013 10:34 AM
To: Jenna Owens
Subject: RE: One Ordinance and two Resolutions for your review from Camp Verde

Jenna:

Here are my questions and comments:

Resolution 2013-894 *SUNLAND RV PARK*

- No change or comment
- Good to go

Resolution 2013-892 *LIBRARY*

- Why is the waiver of height requirements not a variance going through Brd of Adj?

Ordinance 2014-A388 *TEXT AMENDMENT*

- What rights to the rights in 3.a-d retain? Do they lose all their rights?

I am headed to a hearing in Jerome for the rest of the day followed by a city attorney conference in Prescott on Thursday and Friday. I am out of the office Monday and Tuesday of next week but reachable by cell.

William J. Sims III
Sims Murray, Ltd.
2020 N. Central Avenue, Suite 670
Phoenix AZ 85004
Direct: 602-772-5501
Fax: 602-772-5509
Cell: 602-524-0575
Legal Assistant: 602-772-5502
wjsims@simsmurray.com

From: Jenna Owens [mailto:Jenna.Owens@campverde.az.gov]
Sent: Monday, June 10, 2013 3:13 PM
To: Bill Sims
Subject: One Ordinance and two Resolutions for your review from Camp Verde

Good Afternoon Mr. Sims,

I have attached a Resolution for a Use Permit for the proposed new Town of Camp Verde Library, a Resolution for the Sunland RV Park and an Ordinance for a text amendment change for the RR Use District.

All three of these will be going to Town Council on June 26th, but I will have to have all revisions done and paperwork submitted to the Town Clerk on the morning of Monday June 17th.

I hope that you will be able to send me your revisions by the end of Thursday the 13th. Should you have any questions or concerns, please feel free to contact me and Thank You!

Respectfully,

Jenna Owens

JENNA OWENS – ASST. PLANNER
TOWN OF CAMP VERDE
473 S. MAIN ST. SUITE 109
CAMP VERDE, AZ 86322

PH: (928) 554-0053

****PLEASE CHANGE YOUR RECORDS TO REFLECT THE NEW PHONE NUMBER ABOVE**

jenna.owens@campverde.az.gov

Effective August 27, 2012, Hours of operations for all Town offices are Monday - Thursday 7 am to 5 pm and Friday 7 am to 11 am.

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Please consider our environment before printing this email. 

Use Permit Check List

Pre-Application Conference with staff and the Community Development Director has been held prior to application submittal.

***Staff Report**

Will include summary of agency & citizen's comments, Traffic Impact Analysis or ADOT approval of site access (if applicable), Town requirements, Applicant's narrative as it addresses requirements for application and recommended stipulations if approved. (if any)

*** Current Resolution for reference (if applicable)**

***Resolution (for Council Hears Planning & Zoning)**

Reviewed and approved by the Town Attorney (For Council Hears P & Z)

*** Application including:**

1. *Directions to Property

2. *Letter of Intent (Narrative)

3. *Comments from the Town Attorney after review of the Resolution.

4. *Consent or Approval letter from property owner (if applicable)

5. *Public Participation, Neighborhood meeting, completed. Date: April 11, 2013

- ***Affidavit of summary of meeting**
- ***Statement of how the applicant addressed neighborhood concerns.**
- Copy of letter sent to neighbor's within 300'
- Posting of Property by applicant (photo)
- Affidavit attesting to notification of neighbors
- Sign in sheet

6. *Site Plan

7. *Vicinity Map

8. *Land Use Map

9. *Zoning Map

Legal Description

Advertising & Posting has been completed & meet State Law Requirements.

Off Premise Signs - ADOT outdoor advertising permit (if applicable) for commercial signage

Traffic Impact Analysis or ADOT approval of site access (if applicable)

NOTE: *Indicates included in packet. All other items, not in bold lettering, are in the applicants folder and available for viewing upon request.



Land Use Application Form

Project #: 20130111

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: CAMP VERDE COMMUNITY LIBRARY (CVCL)

Please print or type legibly

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

Owner Name: Town of Camp Verde

Applicant Name: KATHY D HELLMAN

Address: 4735 MAIN Street

Address: 130 BLACK BRIDGE ROAD

City: CAMP VERDE State: AZ Zip: 86322

City: CAMP VERDE State: AZ Zip: 86322

Phone: 928 567-6631

Phone: 928 554-8380

E-mail: _____

E-Mail: kathy.hellman@campverde.az.gov

4. Property Description: Parcel Number 404-19-018 B + 409-19-019 Acres: 1.4 acres + .34 acres

Address or Location: 130 BLACK BRIDGE ROAD

Existing Zoning: R1-18 Existing Use: LIBRARY

Proposed Zoning: _____ Proposed Use: LIBRARY

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

CVCL is applying for a use permit to construct a new library on the Town-owned property listed above. The library has been in continuous operation at 130 Black Bridge Road since 1975.

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: _____ Date: _____ 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: Kathy D. Hellman Date: 03/26/2013



Directions to Property

Assessor's Parcel Number 404-19-018 B & 404-19-019

Applicants Name Kathy D Hellman

Property Address 130 Black Bridge Road Camp Verde, AZ

Directions To Property:

From Camp Verde Town Hall at 473 S Main Street, head north

on S Main St toward E Hollamon St.

Take the 3rd right onto Pecan Lane

Continue onto S Montezuma Castle Hwy

Take a slight right onto Black Bridge Road

The destination: 130 Black Bridge Road

is on the left



130 Black Bridge Road | Camp Verde AZ 86322

CAMP VERDE COMMUNITY LIBRARY
good company always Welcome...

March 06, 2013

Re: Neighborhood Meeting for New Library Building, **Letter of Intent**
Parcel 404-19-018NB and Parcel 404-19-019

Dear Neighbor,

Camp Verde Community Library is applying for a Use Permit to build a new library building on the Town owned property listed above. The library has been in continuous use at 130 N Black Bridge Road since 1975. Library services will continue at the current location throughout the new construction project.

The new library will be a two-story 17,000 square foot building with a 10,000 square foot footprint raised approximately 3 feet above current ground level. The building at 33 W Moser Lane (old Marshal's Office) will be demolished and used for fill. The current library building at 130 N Black Bridge Road will be removed or demolished to provide a parking area after the new library is occupied.

A drive-up materials return will be included on the NW corner of the new library facing Montezuma Castle Hwy. A 50-75 person meeting room will be located on the East end of the building and may accommodate community meetings when the library is closed. Library services may utilize the Rezzonico Park area for children's, teens and/or adult programming. We will be adding additional parking, landscaping and other aesthetic improvements as part of the project.

The meeting will be held at: Camp Verde Community Library
130 Black Bridge Road, Camp Verde AZ 86322

Date & Time: April 11, 2012 at 6:30 p.m.

Thank you,

Kathy D Hellman, Library Director
Camp Verde Community Library

Affidavit

I Kathy D Hellman ^{agent} ~~owner~~ of parcels 404-19-019 404-19-018B have notified my neighbors within 300' of my residence, by sending letters on March 22, 2013 to notify them of the neighborhood meeting that I conducted on the 11th day of April 2013.

I posted my property with meeting date and time on the 18th day of March 2013.

I Kathy D Hellman ^{agent} ~~owner~~ of parcel 404-19-019 404-19-018B 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 11th day of April 2013.

Summary

Statement: see attached

If Summary statement is too long, attach a copy.

State of Arizona }

County of Yavapai }

Kathy D Hellman
Signature of Document Signer No. 1

Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 18 day of April 2013.

Stephanie Sunstrom
Signature of Notary



NEIGHBORHOOD MEETING RE: Permit to build new Library on Current Location
April 11, 2013 6:30-8:00 p.m. (approx.)

Panel Members: Kathy Hellman, Library Director; Joel Westervelt, Architect; Linda Harkness, Citizens Committee for Camp Verde Library

Support Participants: Mike Jenkins & Jenna Owens, Camp Verde Planning and Zoning; Gerry Laurito, Library Specialist

Attendees: See Attached Sign-In Sheet

The meeting, held at Camp Verde Community Library, began with Kathy Hellman introducing the panel and asking the audience for questions. The following is a paraphrasing of the discussion. There are no direct quotes and some minor comments may not be included.

BOBBYE MAY WHITE: Everywhere we go, we're told this plan is a "done deal" so why are we here?

JENNA OWENS: When a use permit is requested, neighbors within 300 feet of the proposed property are notified. The Town Manager wishes the Library request to be handled like any business, so that is why the meeting is being held. You are welcome to write a letter and appear before the Use Commission and the Town Council to express your views.

BOBBYE: It won't do any good. There are many negatives to this plan.

LINDA HARKNESS: This plan was designed within the budget and parameters we have to work with. We're here to address your concerns.

DAVID WHITE: I've lived here all my life. I've been to every Council meeting in the last two years. We've given our input and see what's happened? The Council is always agonizing over money, but every indication is this is a "done deal." A friend asked the Town Manager about the availability of the plans done several years ago for the library and were told they are not available. This is a bad location. Based on the experience in the flood of 1975, the way you've placed your building means those flood waters would go right through my mother's house. Another flood will have dramatic consequences.

JOEL WESTERVELT: The Civil Engineer working on this project has designed the location of the building for minimum impact on water flow. Yavapai Flood Control has also approved this siting.

DAVID: Montezuma Castle Highway and the location of your current buildings create a barrier for flood waters. The new building doesn't.

MIKE JENKINS: Flood Control must show there is no adverse impact.

LEROY WHITE: All this expense to justify putting a building in a flood way. If the Library were downtown, there would be a positive impact. Now, here, it's negative.

LINDA: The plans for the Library downtown several years ago were going to cost the town 7 million dollars. Buildings had to be knocked down. The town employees relocated. Lack of parking. All locations were considered - the 5 acres donated to the Library, downtown. This was the best location. In order to form a non-profit organization to raise funds, we had to decide on a location. This was the best one.

SHIRLEY BARNES: I remember the '75 flood. There was a cloudburst that caused the water run-off, not the ditch. The ditch broke but that wasn't the problem. Water came down from the mountain, not the river.

LINDA: The ditch has been re-engineered. The new Library building will not affect it.

SHAREE BARNES: My concern is taking away Moser Lane and taking the name away.

JOEL (Referring to his Site Plan): The existing Moser Lane will be re-aligned, to allow for a bigger parking lot, but we do not plan to eliminate it.

LINDA: With the road change, there will be safer access to the Library and to Black Bridge Road.

BOBBYE: When will the Engineering reports be available to us?

JOEL: Plans are being submitted to the County soon. When approved, they will be available to the public.

BOBBYE: I have liability here. I want to see the plans and take them to my own engineer. I understand the park will not be moving. Will Moser Lane still be there?

JOEL: Yes.

BOBBYE: What are plans for Black Bridge Road?

JOEL: We're considering widening it.

BOBBYE: And where will that land come from?

JOEL: The Engineer is going to survey before we decide.

BOBBYE: Will you use Eminent Domain?

JOEL: The property line runs down the middle of the road. We should be ok on widening.

BOBBYE: On my side is a very expensive irrigation ditch I put in so you can see why I'm concerned.

JOEL: There are some very positive things about this plan. We plan to bury the power lines, so you won't have those to look at. There is a fire hydrant required which will not cost the neighborhood anything and will be very beneficial.

KATHY HELLMAN: The front of the Library faces Montezuma Castle Highway. Signage will direct people to the new Library. We might make Black Bridge Rd one way and there will be little traffic. Widening has not been decided yet.

BOBBYE: I'm used to noise and traffic. When will we know for sure?

KATHY: The Engineer on the project and Town Engineer, Ron Long will be help us address the changes in the roads.

ROBIN WHATLEY; My concern is the cul de sac at the end of the road. We need some rules and regulations and signage to avoid problems we have now. 'd like some assurances this will be addressed. Why is the Library positioned as it is? Why do we get the back door? Why not face it toward the river?

JOEL: Since it's a public building, we want it to be visible when people are coming in either direction on the road. I personally think the "back" is more interesting architecturally. The siting is to optimize flood control. If we change the position, there is more water obstruction.

ROBIN: The 2nd story balcony should face the river.

KATHY: From inside the building, the windows are mostly on the sides, so the best views of the river from inside the building will be from the site that is proposed.

JOEL: This siting provides the most optimum parking.

LINDA: The sign on the front of the building needs to face Montezuma Castle Highway.

DAVID: I'm still concerned about water flow.

CHARLIE GERMAN: I was on the fire department in '75. I remember that cloudburst over Copper Canyon. It rained unbelievably hard for 45 minutes. Water flowed into Basha's parking lot. It was 2 ft deep. It broke the ditch, which was dirt, but is now replaced with concrete. The County made it go all the way to the river. It has all been re-done with 4 foot intervals on the floodway.

DAVID: You're saying it will never happen again?

CHARLIE: There are no 100% guaranties. Our job is to minimize the risks.

SHIRLEY: Our house is on the juncture of the Verde River and Beaver Creek. If water rises and comes through both of them, it takes out our property.

JOEL: In a meeting with Yavapai Flood Control, they discussed the current flood modeling. The maps are much stricter now, much higher standards for new construction.

BOBBYE: So, there won't be any change?

LINDA: The floodway causes us to put the building where it is.

DAVID: The building where it is, is going to cause the problem.

BOBBYE: So how about the septic tank for that size building?

LINDA: The building will be on the town sewer system.

DAVID: Moving the roadway, putting the power lines underground, building a sidewalk from downtown, wouldn't it be a lot better to build downtown on the property owned by the town where the old shopping center was? It would be cheaper and cause fewer problems.

LINDA: That property alone is not big enough and purchasing adjacent property too costly.

DAVID: Changing access roads, parking lots all that is going to be expensive too.

ROBIN: Are you going to wait until the Library is finished before deciding what to do with the park?

JOEL: Yes.

BOBBYE: Wouldn't up town be better?

ROBIN: The property owner was talked to in the past. The Council has now voted 5-2 not to talk to him again.

LEROY WHITE: You say there's no money to buy property, but you are spending all this money for roads and sidewalks and buried power lines.

LINDA: Funds have been raised by CCCVL ad CVLE amounting to 1.3 million. They have been raised based on building on this site. There were many reasons for not building downtown.

CAROL GERMAN: The decision to build here was not an arbitrary one. A petition with 800 signatures of the residents was presented to the Town Council when this decision was made.

BOBBYE: I know lots of people who said they didn't know what they were signing when they voted.

CHARLIE: I beg to differ. I passed those petitions around and people were told very specifically what they were signing for. The prior proposal to build town offices, meeting rooms and a library was going to cost 7 million dollars. It was not feasible. The history in the newspapers will bear me out.

DAVID: Use the money you have raised to build the library uptown now.

CHARLIE: Using land uptown for a town building takes that property out of the tax base, not a good thing to do for the town. A decision for a site was necessary in order to start any fund-raising. So this site was decided on. People have contributed \$ based on the library being on this site.

DAVID: Speaking of the tax base, why is the town borrowing \$1.8 million for a library which is a luxury item?

LINDA: The loan rate right now is 2.7% for the life of the loan, it's the right time to borrow.

LINDA GERMAN: I disagree that a library is a luxury. It serves the entire community. It serves infants and children with programs. Out-of-work residents are using our computers to look for jobs. People are coming to use our free WiFi. The traffic to the library has increased tremendously. Seniors come in for talking books. Government agencies consider the library a "neutral space" where parents can come to visit their children. The library is for everyone. Nothing says more about the community than the library.

BOBBYE: Do we really need such a grandiose building, 17,000 square feet, when in 10 years there will be fewer books?

KATHY: We do need that much space. We need room for the books we have now, which are stacked up everywhere. We need meeting rooms. Ours are so small, people are packed in, we can't have the programs we would like. We want to create a business center to help local businesses with their office needs. We want to offer jobs training. We need more room for our staff.

LEROY: I won't debate that the library serves the community, but I'm wondering if we aren't borrowing all this money to create a dinosaur we won't need in a few years.

LINDA: Our plan is based on a guideline of 1 square foot per person times the number of residents in the town.

GERRY LAURITO: There are many reasons for doing this now. Borrowing is cheaper. Books are not going away. If our book collection shrinks in the future, we'll need more room for computers, training and meeting rooms. We estimate we'll have 17,000 residents in 20 years so that's why we're asking for this amount of space. If we build less, we'll just have to come back and ask for more 10 years from now, and you'll say "why didn't you plan ahead?" The economy is coming back, maybe not as quickly as we'd like, but the town is going to continue growing and we need to plan for it.

LEROY: Why here and not downtown? This is a noble project but it should not be here. People in this neighborhood have suffered for years. Drunks in our yards, bird watchers climbing over our fences, increased congestion, library users parking in our driveways.

LINDA: I understand what you are saying, but these problems are caused by living on the river, not by the Library. I live on the river, and I have had problems, I've even been shot at.

BOBBYE: Would you want this library across the street from you?

LINDA: Yes.

SHAREE: Will there be any more meeting about this?

MIKE: There will be a meeting before Planning and Zoning and your are invited to come and discuss your ideas. Letters will go out to residents living within 300 ft. as with this meeting.

At this point, the discussion expanded to several different groups and the meeting concluded informally.

Notes Submitted By: Valerie Foster
(Valerie Foster)

Date: 4-18-13

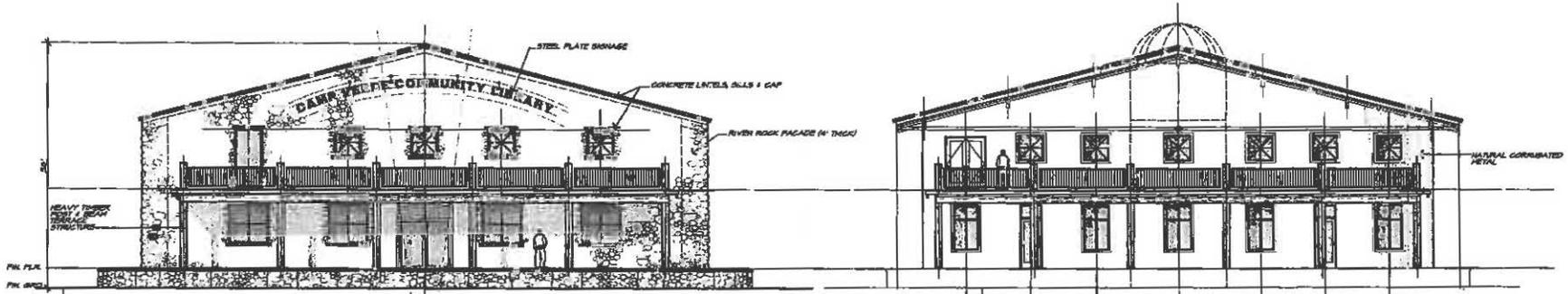
April 11, 2013

Neighborhood Meeting Sign in Sheet

PLEASE PRINT

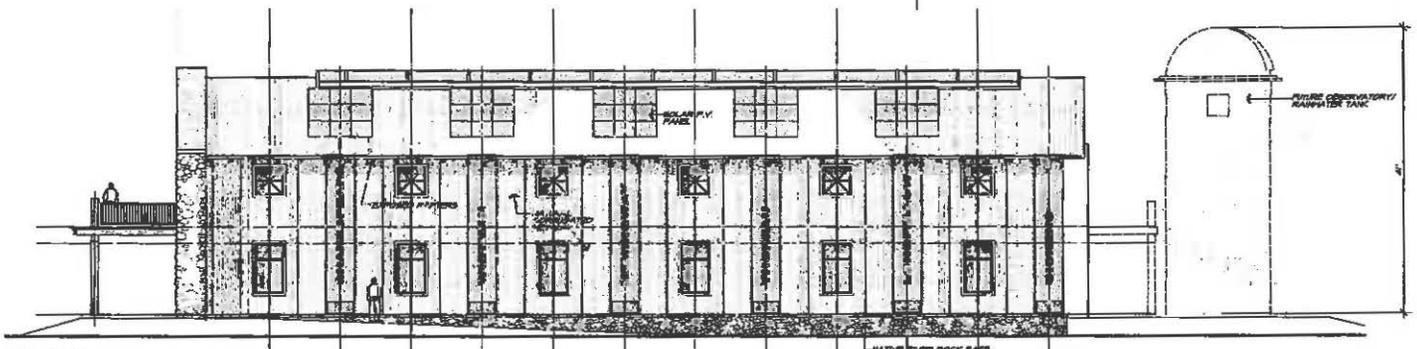
Name	Address	E-Mail
Babara White Macey	133 Blackbridge C.V. 810	
David White	" " "	
Sharee Barnes	C.V. Az 243 Black Bridge	
Robin Whatley	223 Blackbridge	
Jimmy Whatley	"	
Shirley Danner	243 Blackbridge	
Margaret Wallace	28 E Goddard	
Thomas Finney	47 East Goddard Ln	
Lee Foy & Wendy White	133 BLACKBRIDGE C.V. 810	
GARRY LAURITO	654 ELK RIDGE	
Linda Hanna	1177 S McCracken Ln	

REVISIONS	BY

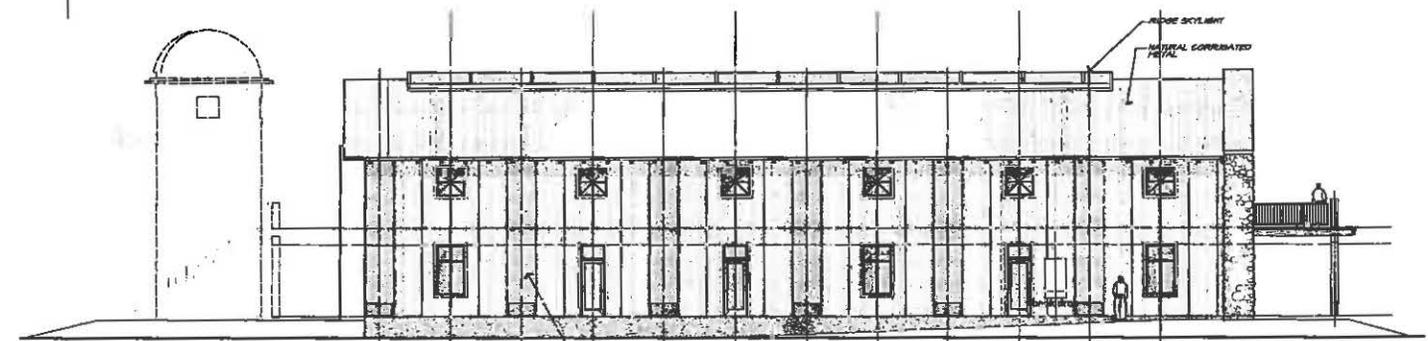


WEST ELEVATION
1/8" = 1'-0"

EAST ELEVATION
1/8" = 1'-0"



SOUTH ELEVATION
1/8" = 1'-0"



NORTH ELEVATION
1/8" = 1'-0"

JOEL WESTERVELT ARCHITECT
SANTA FE, ARIZONA 87505
PH: 505.833.1111
WWW.WESTERVELTARCHITECT.COM

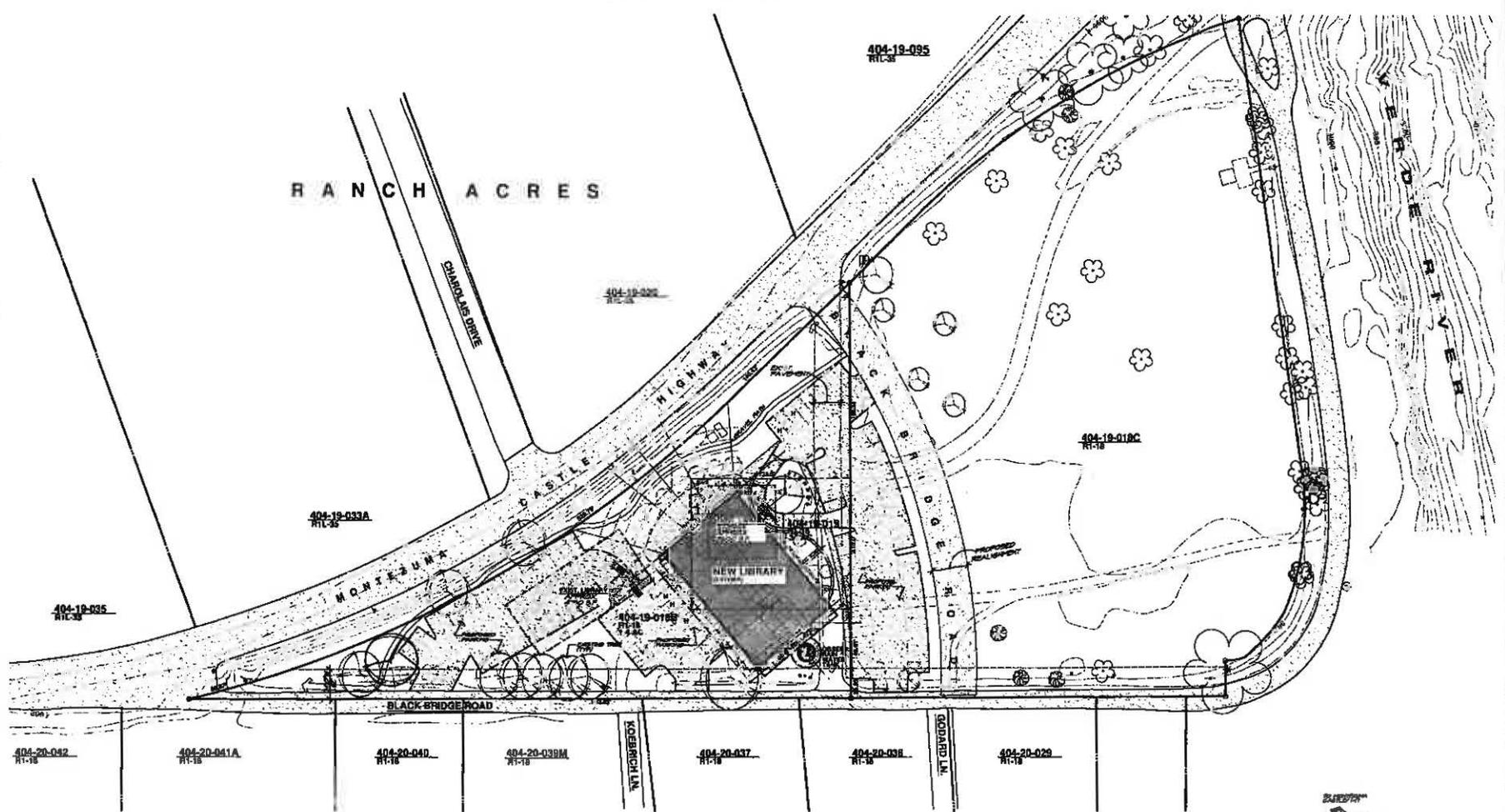


CAMP VERDE COMMUNITY LIBRARY
CAMP VERDE, ARIZONA
BLACK BRIDGE ROAD

PRELIMINARY
NOT FOR CONSTRUCTION
8-8-2012

Drawn:
Job:
Sheet:

REVISION	BY



SITE PLAN
 1" = 40'-0"
 SITE LAYOUT IN SHOWN REFLECTS A COMBINATION OF THE PROPERTY SURVEY
 PREPARED BY STEPHEN PEINTEK, ENGINEER, NO. 12613-D, YAVAPAI COUNTY
 12-1-1992

PERMIT INFORMATION

OWNER:	TOWN OF CAMP VERDE 305 S. MAIN ST. CAMP VERDE, AZ 86322 (928)873-6650
PARCEL #:	404-19-035 & 404-19-037
ZONING / USE:	R-10 (CURRENT USE - LIBRARY, PROPOSED USE - LIBRARY)
LOT AREA:	APPROX. 174 AC. (3.9 AC. ± 34 AC.)
AREA CALCULATIONS:	BUILD. LIBRARY & STORAGE: APPROX. 8320 S.F. PROPOSED: APPROX. 10000 S.F. LAND: 10000 S.F., WATER: 1000 S.F.
	NON COVERED TERRACE: 1600 S.F.
LOT COVERAGE:	10000 S.F. 57.28%

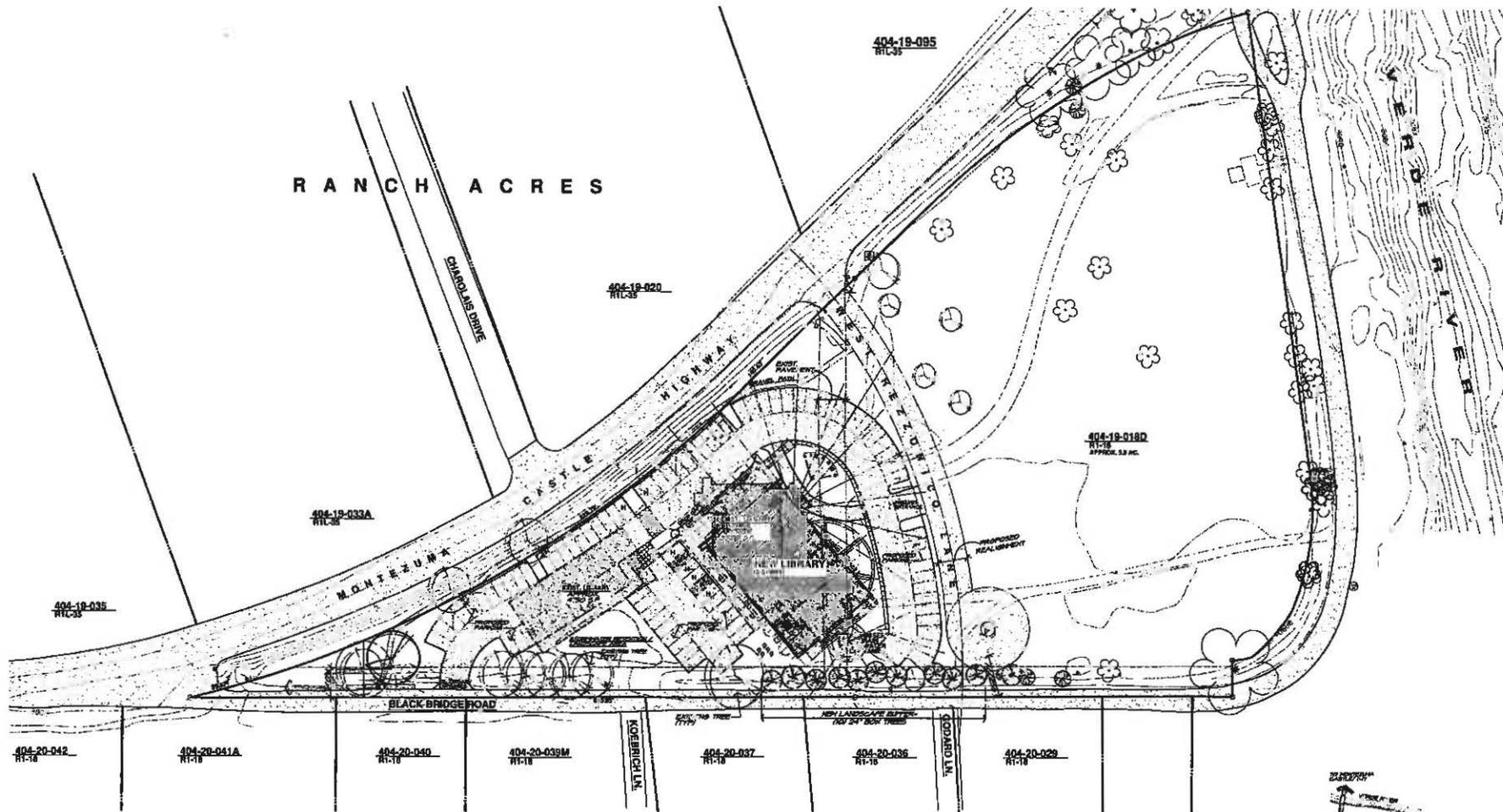


JOEL WESTERVELT ARCHITECT
 1000 W. WASHINGTON
 CAMP VERDE, AZ 86322
 (928) 873-6650

CAMP VERDE COMMUNITY LIBRARY
 CAMP VERDE, ARIZONA
 BLACK BRIDGE ROAD

**PRELIMINARY
 NOT FOR
 CONSTRUCTION**

Scale
 Drawn
 Job
 Sheet



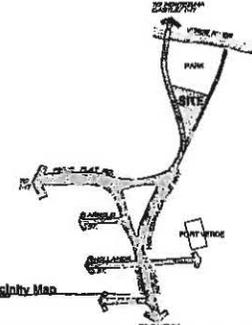
SITE PLAN



NOTE: INFORMATION SHOWN REFLECTS A COMBINATION OF THE PROPERTY SURVEY PERFORMED BY SHEPARD HENNINGER AND ENGINEERING (DECEMBER 1) YAVAPAI COUNTY, P. 18, 10425.

PERMIT INFORMATION

OWNER:	TOWNE OF CAMP VERDE 208 S. MAIN ST. CAMP VERDE, AZ 86303
PARCEL #:	404-19-036
ZONING / USE:	R1-18 (CURRENT USE: LIBRARY, PROPOSED USE: LIBRARY)
LOT AREA:	APPROX. 8.8 AC.
AREA CALCULATIONS:	EXIST. LIBRARY & STORAGE: APPROX. 8200 S.F. PROPOSED: APPROX. 17000 S.F. (COVER 6500 S.F., UNCOVER 10500 S.F.)
NEW COVERED TERRACES: HAD 0 S.F.	
LOT COVERED:	18200 S.F. (41%)
PARKING REQUIRED:	88 SPACES (1000 S.F. / 1 SP. / 300 S.F. (BROSS FLORIDA AREA))
50 SPACES	1 SP. / EMPLOYEE (NO EMPLOYEES)
PARKING PROVIDED:	43 SPACES
LANDSCAPING REQUIRED:	PARKING AREA: 24,710 S.F. / 158 L. SCALE AREA: 4456 S.F.



P&Z COMMISSION RECOMMENDATION

NOVEMBER	BY
APRIL 24, 2009	JL
AUGUST 20, 2009	JL
<p>JOEL WESTERVELT ARCHITECT 2000 W. WILSON AVENUE, SUITE 100 CAMP VERDE, ARIZONA 86303 TEL: 928-234-1111 FAX: 928-234-1112</p>	
<p>CAMP VERDE COMMUNITY LIBRARY BLACK BRIDGE ROAD CAMP VERDE, ARIZONA</p>	
<p>PERMIT INFORMATION</p>	
DATE:	5-2-2009
SCALE:	
DESIGNER:	
CHECKED:	
DATE:	



Parcel ID 404-19-018B
Check Digit 4
Owner TOWN OF CAMP VERDE
Owner's Mailing Address 473 S MAIN ST #102 CAMP VERDE, AZ 86322
Secondary Owner N/A
Recorded Date N/A
Last Transfer Doc Docket N/A
Last Transfer Doc Page N/A
Physical Address 130 N Black Bridge Rd
Incorporated Area Town of Camp Verde

Assessor Acres 2.16	Subdivision N/A	Subdivision Type N/A
School District Camp Verde Unified SD #28	Fire District Camp Verde FD	County Zoning Violation No Zoning Violation
Improvements (1)		
Type: Library - Public		
Floor area: 4000		
Effective/constructed: 1970		
Assessment		
2014 Full Cash Value \$105,973	2013 Full Cash Value \$129,401	
2014 Limited Value \$99,685	2013 Limited Value \$90,623	
2014 Assessment Ratio 0	2013 Assessment Ratio 0	
2014 Legal Class Vacant or Other	2013 Legal Class Vacant or Other	
2014 Net Assessed Full Cash Value \$	2013 Net Assessed Full Cash Value \$	
2014 Net Assessed Limited Value \$	2013 Net Assessed Limited Value \$	
Taxes		
Tax Area Code 2872	2012 Taxes Billed \$	
Recent Sale Date 1987-07-08	Sale Amount N/A	
Deed Type OTHER	Sale Docket 1951	Sale Page 288

Disclaimer: New Assessor Data is now being displayed as the County has successfully transferred into a new system. Any parcel information on this website that is not yet entered into the New Assessor system yet will not have parcel information. 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.

Land Use Map



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: 4.11.2013

Zoning Map



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: 4.11.2013

MINUTES DRAFT
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS SUITE 106
THURSDAY JUNE 06, 2013
6:30 PM

Library Item # 7

Minutes are a summary of the discussion. They are not verbatim.
Public input is placed after Council discussion to facilitate future research.

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

1. Call to Order

Chip Norton called the meeting to order at 6:30pm.

2. Roll Call

Chairman Norton, Vice Chairman Blue, Commissioners Hisrich, Freeman, Parrish, Davis and Hough were present.

Also Present

Community Development Director Mike Jenkins, Assistant Planner Jenna Owens, and Library Director Kathy Hellman. Town Manager Russ Martin was in attendance from 6:50-7:35pm.

Chip welcomed new Commissioner B.J. Davis.

3. Pledge of Allegiance

Davis led the Pledge.

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: 05-02-2013 Regular Session**
- b. **Set Next Meeting, Date and Time: As needed**

On a motion by Hough, seconded by Freeman, the Commission voted unanimously to approve the Consent Agenda.

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.)

There was no public input.

6. Public Hearing, Discussion, Consideration and Possible Recommendation to Council on Use Permit 20130138, an application submitted by Mr. Gregory Blue. This Use Permit, if approved by Council, is for long term RV space rental, 17 total RV spaces, and a laundry room and storage area. The Park is located on parcel 404-26-032 at 671 S. 4th St.

On a motion by Hough, seconded by Parrish, the Commission unanimously approved this item as presented, including in perpetuity.

Commissioner Blue recused himself for this agenda item.

Assistant Planner Jenna Owens explained the applicant is requesting to add 5 more RV rental spaces to the existing 12 for total of 17, in perpetuity. The agencies that have been notified required demolition and a building permit. Use permit will allow for expansion and amenities. Six inch main provides fire protection. 24 letters were mailed to surrounding area residents within 300 feet on May 16th, notifying them of Town Council times and dates for express any concerns. Two residents attended the May 9th neighborhood meeting. The Park has been out of compliance for some time, and Mr. Blue has completed the Zoning Map Change and wants to bring the park into complete compliance by apply for a Use Permit.

APPLICANT'S STATEMENT

Mr. Blue explained the RV Park consists of half retired and half career people, and that they lose only one person a year. There is a huge waiting list and the density issue has been addressed. The Park has existed since the 1960s. It was first sold as a mobile home park to other parties who turned it into an RV park, but there were issues with the septic. Now sewer is available. The use permit process was started, but never completed, so the property had been out of compliance all along, before sold to Mr. Blue. He wants to bring

it into compliance. Any complaints on the property about the use permit are addressed as a system of check and balances to ensure the uses remain the same.

7. **Public Hearing, Discussion, Consideration and Possible Recommendation to Council on Use Permit Application submitted by Ms. Kathy Hellman, Library Director of the Town of Camp Verde, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. footprint raised approximately 3 feet above current ground level, a future Observatory – Rain Water Tank, public access and parking lot. The address of this project is 130 Black Bridge Rd. and covers parcels 403-19-018B, 18C & 19. The current zoning district designation for the subject parcels is R1-18 and the district requires a Use Permit for Government Facilities and facilities required for the provision of utilities and Public Services.**

On a motion by Hough, seconded by Davis, the Council unanimously approved this item as stated, except with the recommendation to truncate Moser Lane as a one way in, one way out, and renaming the road to "Rezzonico Lane."

STAFF STATEMENT

Mike Jenkins explained the property consists of 3 parcels. They have submitted for parcel combination, with external boundaries being used for set-backs. In existence since 1975, library services will continue at the current location during construction. In 2007, it was voted by Council, 4 to 1 to build a new library in the present location. He reported that on April 11, 2013, 27 community members attended the neighborhood meeting about the new building. 7 agencies attended the first development standards review, and 12 agencies attended the second. He explained that the old building would be demolished. The new two-story building would include a drive-in book drop, a 50-60 person meeting room, a park area for all-age programs, an observatory, a rain water tank, additional parking and landscaping. He explained that the new building is designed to be a 38ft structure in an area with a 30ft height limitation. He asked the Planning & Zoning Commission to recommend to Council to waive this requirement. Mr. Jenkins further explained that the Town is exempt from zoning.

Kathy Hellman stated she was available for the Council's questions.

APPLICANTS STATEMENT

The library's architect Joel Westervelt, explained that the project design was based on regional context, using traditional materials, such reclaimed timbers, corrugated metal, limestone and other local materials to make it look like it belongs. He showed photos of proposed buildings. The stone base would be 3 feet high to elevate the building out of the flood plain as per the county's requirement. Steel panels would articulate the building, a style used in 1842 in Paris and for Boston Public library. The façade would consist of river rock with signage, and the building would include a reading terrace on the second story, a ridge skylight, rain water harvesting system, and an observatory on top. The rain water would help to irrigate landscaping. Special panels would help lower energy cost. The site would use permeable surfacing to reduce runoff. Overall, the building design combines local traditions, new technology, and design elements which would make it a Civic icon, of which to be proud.

COMMENT FROM OTHER PERSONS

Community resident David White said he was born and raised east of the new library site. He said he attended one of the neighborhood meetings where they were told their input would not influence the project. His mother lives adjacent to the library property, and he was concerned about any plans to widen Black Bridge, which might encroach upon property lines. He expressed disapproval of the decision to build a community icon in the middle of a flood zone, telling a story of a past flood which almost flooded his mother's property. He was also concerned that the design of the library grounds would funnel run off straight into his mother's property. He recommended building the library in the middle of town instead, and expressed discomfort with being beat into submission because the new building is practically a "done deal." He asked if they might turn the building long ways and attach it to the existing berm, at the very least, to lessen the impact of floodwaters on surrounding properties.

STAFF COMMENTS

Community Development Director Mike Jenkins clarified there would be no widening of Black Bridge road, and disagreed with Mr. White's statement that their input does not matter.

Chairman Norton explained to David White that the format of the meeting does not allow for back-and-forth debate on points of disagreement.

BOARD DISCUSSION

Hough stated he did not know they could recommend a building height higher than what the code dictates and asked if that was not something the Board of adjustments has to approve?

Jenkins replied council may allow for some variance if it is in the best interest of the community and the building's design. He explained that in this use permit process, that involves public hearings, some variation

is authorized, where the Council effectively functions as a quasi-Board of Adjustments. He explained certain structures such as the Observatory/rainwater tank do not have to meet the height restrictions according to code.

Architect Westervelt responded to Commissioner Davis' question about traffic impact, explaining there was no requirement to complete a traffic impact analysis, but that they could expect a parking lot tripled in capacity. He said most of the traffic would come from Montezuma Castle Hwy. In response to the flood water impact concerns, he answered that the flood analysis is based on the footprint of the building, and that the orientation of the building along the axis of river reduces impact. He said they also reduced the maximum allowable width of the structure to reduce flood water impact.

Howard Parrish commented that the building looked more like an apartment house in Phoenix than a traditional structure.

In response to Blue's questions, Jenkins explained that the new water line misses where the new library will be, and that it would tie into service for the library.

Commissioner Hisrich pointed out that minutes from a previous meeting mention widening Black Bridge. Jenkins explained that was a discussion prior to discovery with survey. Hisrich stated the public needs to know it will not be widened.

Parrish asked about the fire department's review of the site plan. Architect Westervelt explained there would be a new hydrant installed at the eastern corner of building.

Blue asked what would happen to Moser Lane. Jenkins replied there would be a new Moser Lane, and that typically, if it will be public access, it would be dedicated. He said he would ask the Town Engineer and get back with more details. He said usually the process is that the Council can decide on the name of the road.

Commissioner Davis asked how far away the right of way is from surrounding property. Architect Westervelt answered that the surrounding property would be about 35 feet from the right of way.

Commissioner Hough recommended making Moser Lane into a cul de sac with no connecting road to the residential area to keep the public area separate, and said to make sure it meets fire codes. He recommended renaming the road Rezzonico Lane after the family that donated the land.

Architect Westervelt said the neighbors expressed the desire to access Montezuma Castle highway from Moser Lane, but that Hough's suggestion is feasible.

Chairman Norton asked for more insight into the flood control process. Jenkins explained that they are not increasing any prohibition of flow. They must not create a damming effect. Their current flood calculations show no additional back water. The building was designed as a two-story structure to minimize its footprint. The triangular shape of the property also keeps flood waters from encroaching into park property. The Town acquires building permits, county reviews the calculations, and flood control approves the calculations before a building permit is issued.

Hough asks David White for his feedback about making Moser Lane into a cul de sac. White replied that there was no big issue, but that it would certainly create a longer route to access the northbound highway entrance.

8. Public Hearing , Discussion, Consideration and Possible Recommendation to Council on a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District, to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits no listed under this section. This language would allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council. Staff: Michael Jenkins

Jenkins explained that Jackpot Ranch's use permit is coming up on its expiration date, but that under the current codes, they cannot continue to provide their unique services without rezoning. The new language would allow renewal of prior use permits. However, anyone new in the RR district cannot apply for use permit for expanded uses, but do require rezoning, so that zoning is able to maintain control.

Hough cited the example of Historical Babe's C3 zoning use permit, to explain that it is important not to lose control of the business nucleus. Jenkins agreed. Hough cited the example of the RV Park's request for a single cell tower, saying they should be able to apply for a new use permit that guarantees what they already have. Jenkins explained the new proposed language would accomplish exactly that, and quoted from the RR zone use permits code.

Hisrich and Freeman asked if this change was being made for Jackpot Ranch only. Jenkins replied that Rainbow Acres in perpetuity and Jackpot Ranch are the only places in Town with use permits for expanded uses.

Davis wanted to make sure Council still retained the power to deny resubmissions of use permits and Jenkins confirmed this would be the case.

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

There was no public input.

There will be no Public input on the following items:

- 10. 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.

Commissioner Parrish reported the America Legion 4th of July parade takes place at 10 or 11am.

11. Staff

Jenna Owens stated there was nothing scheduled for the July meeting at this time.

12. Adjournment

On a motion by Hisrich, seconded by Blue, the Council unanimously voted to adjourn the meeting at 7:55pm.

Chip Norton, 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 Special Session of the Town of Camp Verde, held on the 4th day of June 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2013.

Sebra Warren, Recording Secretary

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: _____ Date/Time: _____

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: 06-26-2013

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation

Requesting Department: Community Development

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

Agenda Title (be exact):

Public Hearing, Discussion and Possible approval of Ordinance 2013 A388 an Ordinance of the Common Council of the Town of Camp Verde, Yavapai County, Arizona, a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance, Part 2, Section 203 (Use Districts), item D.3, RR District, to add item "e". This Amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits including those uses listed under this section to allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or applying for additional uses at the sole discretion of and as may be modified by the Town Council

List Attached Documents:

- Staff Report
- Attorney Comments
- Part 2, Section 203 (Use Districts), D.1-3

Estimated Presentation Time: 20 minutes

Estimated Discussion Time: 30 minutes

Reviews Completed by:

Department Head: Michael Jenkins

Town Attorney Comments: Review comments received 6-12-2013. Attorney Question: What right to the rights in 3. A-d retain? Do they lose all their rights? Michael Jenkins discussed this with the attorney and a grammatical error was discovered in the wording which has been resolved. The correct wording has been inserted which resolves the attorney's questions that the rights in items 3. a-d are included. See attached email.

Recommended Action (Motion): A motion to approve Ordinance 2013 A388 a text Amendment to the Town of Camp Verde Planning and Zoning Ordinance Part 2, Section 203 (Use Districts) D.3 RR District. This Amendment will add language under "Uses and Structures Subject to Use Permit", item 3. e. for valid Use Permits including those uses listed under this section to allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or applying for additional uses at the sole discretion of and as may be modified by the Town Council

Instructions to the Clerk: N/A



ORDINANCE 2013-A388 **DRAFT**

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA:

A Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District, to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits including those listed under this section to allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council.

WHEREAS, the Town of Camp Verde adopted the Planning and Zoning Ordinance 2011-A374 approved June 25, 2011, and

WHEREAS, Part 6, Section 601 (Zoning Decisions) A. 1-3, of the Planning and Zoning Ordinance allows for the amendment, supplement or change of zoning text regulation of the Planning & Zoning Ordinance by the Town Council, and

WHEREAS, the Town Council has an abiding interest in protecting the public health safety and welfare by establishing requirements for provisions of the Planning & Zoning Ordinance by including additional language under uses and structures subject to a Use Permit.

NOW, THEREFORE BE IT ORDAINED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE AS FOLLOWS:

Section 1.

Planning & Zoning Ordinance Part 2 Section 203 – Use Districts D.1-3

D. R-R DISTRICT (Residential-Rural), (Formerly RCU)

1. Purpose:

The R-R District is intended to provide a zoning classification for portions of the incorporated area of Camp Verde not presently characterized by urban uses, and to provide for rural, large lot residential uses. Manufactured, Modular or Site Built. Mobile Homes Prohibited See Part 3 Section 306 B.2.c

2. Permitted Uses and Structures:

- a. Agriculture and cultivation.

- b. Bed and Breakfast, with on-site parking as required in Section 403E.
 - c. Community parks, playgrounds or centers.
 - d. Dwelling unit for one family on any one lot. See D.1
 - e. Educational institutions (including private schools, provided they offer curriculum of general instruction comparable to similar public schools).
 - f. Flood control facilities.
 - g. Golf courses with accessory uses such as pro shops, shelters, and rest rooms.
 - h. Historical Landmarks.
 - i. Home occupations (See Section 303).
 - j. Keeping of farm animals, limited (See Section 305).
 - k. Open land carnival and recreation facilities (religious & educational institutions).
 - l. Other accessory uses commonly associated with primary permitted use. (See Section 301 C.)
 - m. Religious institutions (in permanent buildings).
 - n. Single site built quarters (1) for servants and/or non-paying guests may be located on the same lot with the principal structure; separate facilities for preparation of food are prohibited.
3. Uses and Structures Subject to Use Permit
- a. Government facilities and facilities required for the provision of utilities and public services.
 - b. Veterinary Services.
 - c. Mobile/manufactured home and recreational vehicle parks subject to the requirements of Section 306.
 - d. Temporary Use Permits, subject to administrative approval (See Section 601.C):
 - 1) Occupancy of temporary housing, including travel trailers, during the construction of a permanent dwelling is allowed during the 12-month period after issuance of a building permit.
 - 2) Model homes, temporary offices (construction and pre-construction sales offices/showrooms), construction sheds and yards incidental to a recorded residential development or other construction project (subject to District setbacks) for a period not to exceed 12 months.
 - e. All uses with a valid Use Permit for expanded uses, including those uses listed in items 3. a.-d., above, in effect as of June 24, 2011 will retain all rights associated with the Use Permit for the term of that Use Permit. Prior to the expiration of the said Use Permit, the owner may apply for a Use Permit, subject to all the requirements of Section 601.A-C, to continue the existing uses and any proposed new uses at the sole discretion of and as may be modified by the Town Council.**

Section 2. All ordinances or parts of ordinances in conflict with the provisions of this ordinance or any part of the code adopted herein by reference are hereby repealed, effective as of the effective date of this ordinance.

Section 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 4. This ordinance is effective upon completion of publication and any posting as required by law.

PASSED AND APPROVED by a majority vote of the Town Council of the Town of Camp Verde, Arizona on this 26th day of June 2013.

Charlie German, Mayor

Date: _____

Approved as to form:

Attest: _____
Deborah Barber, Town Clerk

Town Attorney

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

Town of Camp Verde

Agenda Item Submission Form – Section II (Staff Report)

Public Hearing, Discussion and Possible approval of Ordinance 2013 A388 an Ordinance of the Common Council of the Town of Camp Verde, Arizona for a Text Amendment change to the Planning & Zoning Ordinance, Part 2, Section 203 (Use Districts) D.3. to add item “e”.

Background Information:

**Part 2, Section 203 (Use Districts) 203,
RR District (Formerly RCU)**

3. Uses and Structures Subject to Use Permit

- a. Government facilities and facilities required for the provision of utilities and public services.
- b. Veterinary Services.
- c. Mobile/manufactured home and recreational vehicle parks subject to the requirements of Section 306.
- d. Temporary Use Permits, subject to administrative approval (See Section 601.C):
 - 1) Occupancy of temporary housing, including travel trailers, during the construction of a permanent dwelling is allowed during the 12-month period after issuance of a building permit.
 - 2) Model homes, temporary offices (construction and pre-construction sales offices/showrooms), construction sheds and yards incidental to a recorded residential development or other construction project (subject to District setbacks) for a period not to exceed 12 months.
- e. All uses with a valid Use Permit for expanded uses, including those uses listed in items 3.a.-d., above, in effect as of June 24, 2011 will retain all rights associated with the Use Permit for the term of that Use Permit. Prior to the expiration of the said Use Permit, the owner may apply for a Use Permit, subject to all the requirements of Section 601.A-C, to continue the existing uses and any proposed new uses at the sole discretion of and as may be modified by the Town Council.

Department: Community Development

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

Contact Information: 554-0051

Statement of the Problem or Opportunity: The opportunity would provide for current Use Permit holders granted under the previous Ordinance for expanded uses to apply for a new Use Permit Prior to expiration in order to continue the existing uses and the opportunity to add additional Uses.

Alternatives/Options/Solutions: The alternative would be that any Use Permit not listed under "Uses and Structures Subject to Use Permit" in the RR District which are currently active would not have the option to obtain a new Use Permit should their current Use Permit expire and no opportunity for proposed new uses to be applied for.

The solution is to make a Text Amendment to the current Planning & Zoning Code to allow for current valid Use Permits which are not listed under the "Uses and Structures Subject to Use Permit" in the RR District, to apply for a new Use Permit prior to expiration and the ability to apply for expanded uses.

Comparative Analysis: N/A

Fiscal Impact to the Town: Additional revenue from new applications.

Other Impacts: N/A

Conclusion: With this Text Amendment, the only other option that the current Use Permit holder would have, would be to initiate a Zoning Map Change to a Zoning District that would allow for their current expanded use. Substantial investment has been made by the Use Permit Holder. If a Zoning Map Change was not approved, they would lose their Use Permit and their investment.

Planning & Zoning Commission Recommendation:

Meeting held Thursday June 6, 2013.

On a motion by Davis, seconded by Hough, the Council unanimously voted to approve this item as presented, authorizing amendment of Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District.

Recommended Action (Motion): A motion to approve Ordinance 2013 A388 a text Amendment to the Town of Camp Verde Planning and Zoning Ordinance Part 2, Section 203 (Use Districts) D. This Amendment will add language under "Uses and Structures Subject to Use Permit", item 3 "e." for valid Use Permits including those uses listed under this section to allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or applying for additional uses at the sole discretion of and as may be modified by the Town Council

Jenna Owens

From: Bill Sims <wjsims@simsmurray.com>
Sent: Wednesday, June 12, 2013 10:34 AM
to: Jenna Owens
Subject: RE: One Ordinance and two Resolutions for your review from Camp Verde

Jenna:

Here are my questions and comments:

Resolution 2013-894 *SUNLAND RV PARK*

- No change or comment
- Good to go

Resolution 2013-892 *LIBRARY*

- Why is the waiver of height requirements not a variance going through Brd of Adj?

Ordinance 2014-A388 *TEXT AMENDMENT*

- What rights to the rights in 3.a-d retain? Do they lose all their rights?

I am headed to a hearing in Jerome for the rest of the day followed by a city attorney conference in Prescott on Thursday and Friday. I am out of the office Monday and Tuesday of next week but reachable by cell.

William J. Sims III
Sims Murray, Ltd.
2020 N. Central Avenue, Suite 670
Phoenix AZ 85004
Direct: 602-772-5501
Fax: 602-772-5509
Cell: 602-524-0575
Legal Assistant: 602-772-5502
wjsims@simsmurray.com

From: Jenna Owens [mailto:Jenna.Owens@campverde.az.gov]
Sent: Monday, June 10, 2013 3:13 PM
To: Bill Sims
Subject: One Ordinance and two Resolutions for your review from Camp Verde

Good Afternoon Mr. Sims,

I have attached a Resolution for a Use Permit for the proposed new Town of Camp Verde Library, a Resolution for the Sunland RV Park and an Ordinance for a text amendment change for the RR Use District.

All three of these will be going to Town Council on June 26th, but I will have to have all revisions done and paperwork submitted to the Town Clerk on the morning of Monday June 17th.

I hope that you will be able to send me your revisions by the end of Thursday the 13th. Should you have any questions or concerns, please feel free to contact me and Thank You!

Respectfully,

Jenna Owens

JENNA OWENS - ASST. PLANNER
TOWN OF CAMP VERDE
473 S. MAIN ST. SUITE 109
CAMP VERDE, AZ 86322

PH: (928) 554-0053

***PLEASE CHANGE YOUR RECORDS TO REFLECT THE NEW PHONE NUMBER ABOVE**

jenna.owens@campverde.az.gov

Effective August 27, 2012, Hours of operations for all Town offices are Monday - Thursday 7 am to 5 pm and Friday 7 am to 11 am.

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. 

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1. Purpose:

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Manufactured, Modular or Site Built. Mobile Homes Prohibited See Part 3 Section 306 B.2.c

Revised 7-27-2012

39

2. Permitted Uses and Structures:

- a. Agriculture and cultivation.
- b. Bed and Breakfast, with on-site parking as required in Section 403E.
- c. Community parks, playgrounds or centers.
- d. Dwelling unit for one family on any one lot. See D.1
- e. Educational institutions (including private schools, provided they offer curriculum of general instruction comparable to similar public schools).
- f. Flood control facilities.
- g. Golf courses with accessory uses such as pro shops, shelters, and rest rooms.
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- i. Home occupations (See Section 303).
- j. Keeping of farm animals, limited (See Section 305).
- k. Open land carnival and recreation facilities (religious & educational institutions).
- l. Other accessory uses commonly associated with primary permitted use. (See Section 301 C.)
- m. Religious institutions (in permanent buildings).
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MINUTES DRAFT
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS SUITE 106
THURSDAY JUNE 06, 2013
6:30 PM

*Text amendment
Item # 8*

Minutes are a summary of the discussion. They are not verbatim.
Public input is placed after Council discussion to facilitate future research.

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

1. Call to Order

Chip Norton called the meeting to order at 6:30pm.

2. Roll Call

Chairman Norton, Vice Chairman Blue, Commissioners Hisrich, Freeman, Parrish, Davis and Hough were present.

Also Present

Community Development Director Mike Jenkins, Assistant Planner Jenna Owens, and Library Director Kathy Hellman. Town Manager Russ Martin was in attendance from 6:50-7:35pm.

Chip welcomed new Commissioner B.J. Davis.

3. Pledge of Allegiance

Davis led the Pledge.

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: 05-02-2013 Regular Session**
- b. **Set Next Meeting, Date and Time: As needed**

On a motion by Hough, seconded by Freeman, the Commission voted unanimously to approve the Consent Agenda.

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.)

There was no public input.

6. Public Hearing, Discussion, Consideration and Possible Recommendation to Council on Use Permit 20130138, an application submitted by Mr. Gregory Blue. This Use Permit, if approved by Council, is for long term RV space rental, 17 total RV spaces, and a laundry room and storage area. The Park is located on parcel 404-26-032 at 671 S. 4th St.

On a motion by Hough, seconded by Parrish, the Commission unanimously approved this item as presented, including in perpetuity.

Commissioner Blue recused himself for this agenda item.

Assistant Planner Jenna Owens explained the applicant is requesting to add 5 more RV rental spaces to the existing 12 for total of 17, in perpetuity. The agencies that have been notified required demolition and a building permit. Use permit will allow for expansion and amenities. Six inch main provides fire protection. 24 letters were mailed to surrounding area residents within 300 feet on May 16th, notifying them of Town Council times and dates for express any concerns. Two residents attended the May 9th neighborhood meeting. The Park has been out of compliance for some time, and Mr. Blue has completed the Zoning Map Change and wants to bring the park into complete compliance by apply for a Use Permit.

APPLICANT'S STATEMENT

Mr. Blue explained the RV Park consists of half retired and half career people, and that they lose only one person a year. There is a huge waiting list and the density issue has been addressed. The Park has existed since the 1960s. It was first sold as a mobile home park to other parties who turned it into an RV park, but there were issues with the septic. Now sewer is available. The use permit process was started, but never completed, so the property had been out of compliance all along, before sold to Mr. Blue. He wants to bring

it into compliance. Any complaints on the property about the use permit are addressed as a system of check and balances to ensure the uses remain the same.

- 7. Public Hearing, Discussion, Consideration and Possible Recommendation to Council on Use Permit Application submitted by Ms. Kathy Hellman, Library Director of the Town of Camp Verde, for the development of a two-story 17,000 sq. ft. building with 10,000 sq. ft. footprint raised approximately 3 feet above current ground level, a future Observatory – Rain Water Tank, public access and parking lot. The address of this project is 130 Black Bridge Rd. and covers parcels 403-19-018B, 18C & 19. The current zoning district designation for the subject parcels is R1-18 and the district requires a Use Permit for Government Facilities and facilities required for the provision of utilities and Public Services.**

On a motion by Hough, seconded by Davis, the Council unanimously approved this item as stated, except with the recommendation to truncate Moser Lane as a one way in, one way out, and renaming the road to "Rezzonico Lane."

STAFF STATEMENT

Mike Jenkins explained the property consists of 3 parcels. They have submitted for parcel combination, with external boundaries being used for set-backs. In existence since 1975, library services will continue at the current location during construction. In 2007, it was voted by Council, 4 to 1 to build a new library in the present location. He reported that on April 11, 2013, 27 community members attended the neighborhood meeting about the new building. 7 agencies attended the first development standards review, and 12 agencies attended the second. He explained that the old building would be demolished. The new two-story building would include a drive-in book drop, a 50-60 person meeting room, a park area for all-age programs, an observatory, a rain water tank, additional parking and landscaping. He explained that the new building is designed to be a 38ft structure in an area with a 30ft height limitation. He asked the Planning & Zoning Commission to recommend to Council to waive this requirement. Mr. Jenkins further explained that the Town is exempt from zoning.

Kathy Hellman stated she was available for the Council's questions.

APPLICANTS STATEMENT

The library's architect Joel Westervelt, explained that the project design was based on regional context, using traditional materials, such as reclaimed timbers, corrugated metal, limestone and other local materials to make it look like it belongs. He showed photos of proposed buildings. The stone base would be 3 feet high to elevate the building out of the flood plain as per the county's requirement. Steel panels would articulate the building, a style used in 1842 in Paris and for Boston Public library. The façade would consist of river rock with signage, and the building would include a reading terrace on the second story, a ridge skylight, rain water harvesting system, and an observatory on top. The rain water would help to irrigate landscaping. Special panels would help lower energy cost. The site would use permeable surfacing to reduce runoff. Overall, the building design combines local traditions, new technology, and design elements which would make it a Civic icon, of which to be proud.

COMMENT FROM OTHER PERSONS

Community resident David White said he was born and raised east of the new library site. He said he attended one of the neighborhood meetings where they were told their input would not influence the project. His mother lives adjacent to the library property, and he was concerned about any plans to widen Black Bridge, which might encroach upon property lines. He expressed disapproval of the decision to build a community icon in the middle of a flood zone, telling a story of a past flood which almost flooded his mother's property. He was also concerned that the design of the library grounds would funnel run off straight into his mother's property. He recommended building the library in the middle of town instead, and expressed discomfort with being beat into submission because the new building is practically a "done deal." He asked if they might turn the building long ways and attach it to the existing berm, at the very least, to lessen the impact of floodwaters on surrounding properties.

STAFF COMMENTS

Community Development Director Mike Jenkins clarified there would be no widening of Black Bridge road, and disagreed with Mr. White's statement that their input does not matter.

Chairman Norton explained to David White that the format of the meeting does not allow for back-and-forth debate on points of disagreement.

BOARD DISCUSSION

Hough stated he did not know they could recommend a building height higher than what the code dictates and asked if that was not something the Board of adjustments has to approve?

Jenkins replied council may allow for some variance if it is in the best interest of the community and the building's design. He explained that in this use permit process, that involves public hearings, some variation

is authorized, where the Council effectively functions as a quasi-Board of Adjustments. He explained certain structures such as the Observatory/rainwater tank do not have to meet the height restrictions according to code.

Architect Westervelt responded to Commissioner Davis' question about traffic impact, explaining there was no requirement to complete a traffic impact analysis, but that they could expect a parking lot tripled in capacity. He said most of the traffic would come from Montezuma Castle Hwy. In response to the flood water impact concerns, he answered that the flood analysis is based on the footprint of the building, and that the orientation of the building along the axis of river reduces impact. He said they also reduced the maximum allowable width of the structure to reduce flood water impact.

Howard Parrish commented that the building looked more like an apartment house in Phoenix than a traditional structure.

In response to Blue's questions, Jenkins explained that the new water line misses where the new library will be, and that it would tie into service for the library.

Commissioner Hisrich pointed out that minutes from a previous meeting mention widening Black Bridge. Jenkins explained that was a discussion prior to discovery with survey. Hisrich stated the public needs to know it will not be widened.

Parrish asked about the fire department's review of the site plan. Architect Westervelt explained there would be a new hydrant installed at the eastern corner of building.

Blue asked what would happen to Moser Lane. Jenkins replied there would be a new Moser Lane, and that typically, if it will be public access, it would be dedicated. He said he would ask the Town Engineer and get back with more details. He said usually the process is that the Council can decide on the name of the road.

Commissioner Davis asked how far away the right of way is from surrounding property. Architect Westervelt answered that the surrounding property would be about 35 feet from the right of way.

Commissioner Hough recommended making Moser Lane into a cul de sac with no connecting road to the residential area to keep the public area separate, and said to make sure it meets fire codes. He recommended renaming the road Rezzonico Lane after the family that donated the land.

Architect Westervelt said the neighbors expressed the desire to access Montezuma Castle highway from Moser Lane, but that Hough's suggestion is feasible.

Chairman Norton asked for more insight into the flood control process. Jenkins explained that they are not increasing any prohibition of flow. They must not create a damming effect. Their current flood calculations show no additional back water. The building was designed as a two-story structure to minimize its footprint. The triangular shape of the property also keeps flood waters from encroaching into park property. The Town acquires building permits, county reviews the calculations, and flood control approves the calculations before a building permit is issued.

Hough asks David White for his feedback about making Moser Lane into a cul de sac. White replied that there was no big issue, but that it would certainly create a longer route to access the northbound highway entrance.

8. **Public Hearing , Discussion, Consideration and Possible Recommendation to Council on a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance Part 2, Section 203 (Use Districts) D.3, RR District, to add item "e". This amendment will add language under "Uses and Structures Subject to Use Permit" for valid Use Permits no listed under this section. This language would allow for a new Use Permit if their current Use Permit, under the prior Ordinance in effect before June 25, 2011 for expanded uses, is expiring and/or proposing additional uses at the sole discretion of and as may be modified by the Town Council. Staff: Michael Jenkins**

Jenkins explained that Jackpot Ranch's use permit is coming up on its expiration date, but that under the current codes, they cannot continue to provide their unique services without rezoning. The new language would allow renewal of prior use permits. However, anyone new in the RR district cannot apply for use permit for expanded uses, but do require rezoning, so that zoning is able to maintain control.

Hough cited the example of Historical Babe's C3 zoning use permit, to explain that it is important not to lose control of the business nucleus. Jenkins agreed. Hough cited the example of the RV Park's request for a single cell tower, saying they should be able to apply for a new use permit that guarantees what they already have. Jenkins explained the new proposed language would accomplish exactly that, and quoted from the RR zone use permits code.

Hisrich and Freeman asked if this change was being made for Jackpot Ranch only. Jenkins replied that Rainbow Acres in perpetuity and Jackpot Ranch are the only places in Town with use permits for expanded uses.

Davis wanted to make sure Council still retained the power to deny resubmissions of use permits and Jenkins confirmed this would be the case.

9. **Call to the Public for Items not on the Agenda**

There was no public input.

There will be no Public input on the following items:

10. **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.

Commissioner Parrish reported the America Legion 4th of July parade takes place at 10 or 11am.

11. **Staff**

Jenna Owens stated there was nothing scheduled for the July meeting at this time.

12. **Adjournment**

On a motion by Hisrich, seconded by Blue, the Council unanimously voted to adjourn the meeting at 7:55pm.

Chip Norton, 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 Special Session of the Town of Camp Verde, held on the 4th day of June 2013. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2013.

Sebra Warren, Recording Secretary

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: _____ Date/Time: _____

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.