MINUTES
WORK SESSION
MAYOR AND COUNCIL
PLANNING AND ZONING COMMISSION
COUNCIL CHAMBERS - 473 S. MAIN STREET, ROOM #106
WEDNESDAY, AUGUST 13, 2014 AT 5:30 P.M.

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

1. **Call to Order**
Mayor German called the meeting to order at 5:30 p.m.

2. **Roll Call**
Mayor German, Vice Mayor Jackie Baker, and Councilors Bruce George, Carol German, Brad Gordon, Robin Whatley, and Jessie Jones are present.
Chairman B. J. Davis, and Commissioners Greg Blue, Howard Parish, Jim Hisrich, and Bob Burnside are present. Commissioner Dave Freeman and Vice Chairman Chip Norton are not present

Also Present
Town Manager Russ Martin, Community Development Director Steve Ayres, Community Development Director Michael F. Jenkins, Permit Technician Kendall Welch, Assistant Planner Jenna Owens, Barbie Bridge, and Recording Secretary Lynn Riordan.

3. **Pledge of Allegiance**
Mayor German led the pledge.

4. **Presentation, discussion and update on the General Plan Update.** Staff Resource: Mike Jenkins.
Community Development Director Mike Jenkins advised the Mayor and Council that the packets that have been provided today with respect to the General Plan Update, specifically the proposed Character Areas, are the result of ten months of hard work on the part of staff, sub-committee and the Planning and Zoning Commission. The proposed General Plan Update Element 1, Character Areas, is in compliance with state law and consistent with other similar communities. Commissioner Davis states the general plan update is concentrated on land use. With the help of the subcommittee, ten character areas have been defined with true character uses and each character areas has been identified and proposed uses have been identified. There is a level of commercial uses in each character area that should prove true to the current uses as well as continuing to be appropriate in ten years. The commission is looking for the Mayor and Council's approval to go forward with the character area definitions and would like to have one work session per character area to discuss any changes or definitions. The land use/character area definitions are only one of nine elements in the general plan, however, it is proving to be the most time consuming and most difficult. Commissioner Davis stated the Commission has the general plan mapped out to be completed by the general election in November 2016. Commissioner Davis stated the Commission has received some public input but would like more community involvements, and recommended advertising public meetings or having some meetings moved into the actual character areas in hope that more residents will come forward with their comments and/or concerns before the general plan is adopted. Councilor George concurred that more public involvement is needed. Mayor German stated that after all the work is done, and the general plan is adopted, it would be common for residents to speak out for or against the general plan. Mayor German agreed that some advertising or having "neighborhood" meetings might be productive in getting residents involved in defining the character areas and open discussion regarding the general plan. Commissioner Blue requested that the Street Department post placards giving notice of meetings. Mayor German stated that the public generally wants something to consider that is tangible, something they can actually see. If the character map areas and general plan are out ahead of time, residents may respond. Mayor German commended the Commission for their work, specifically with strategies for each character area and having the general plan mapped out for completion by the general election in November 2016. Commissioner Davis stated

the Commission will continue to encourage public involvement, and once the draft is ready to publish, he will have it available for the public to review. Councilor Whatley commended the Commission for their work and stated she was concerned with a recent public pole that showed 72% of the residents do not think character areas should be part of the general plan. Councilor Whatley stated perhaps the public did not have enough information on the benefits of the character areas or the general plan. Commissioner Blue commending staff, stated the Commission could not have been as efficient without the continuous support from staff. Councilor Gordon stated the plan is very comprehensible and the character areas are designed to have some flexibility even though it appears there are some public concerns. Council Whatley stated appreciation that the Commission left room for improvements, and continues to leave the door open for suggestions. Commissioner Burnside advised that it is necessary to recognize and address citizen concerns and suggestions, and thank them for their participation, so that the residents know that the Council and Commission are listening. Commissioner Burnside also stated that some of the terminology in defining the character areas need to be modified, specifically "major intersections" as many character areas have cross roads, but not any "major intersections" as commonly described or defined. Commissioner Hisrich complimented the Council in their leadership with respect to the general plan, agreeing with potential clarity of terminology with respect to "major intersections, primary intersections, and major cross roads". Commissioner Hisrich stated he supports having additional community involvement, that posting of the meetings in the character area is a good idea, but the meetings should be held in a central location in Town. Commissioner Hisrich stated the original land use map has been beneficial in defining the character areas. Commissioner Blue stated the Land Use Map seems to cause some confusion and conflict with the newly drafted Character Areas map and requests the Council's direction with respect to the continued use of both, or choosing one. Chairman Davis advised the Council that the Commission has discussed this matter at length and agrees with Commissioner Blue that the Land Use Map has been beneficial in preparing the proposed Character Areas, but at this time the Town should have either the Land Use Map or the Character Area Map, but the continued use of both causes confusion and potential conflicts. Councilor German concurred. Community Development Director Michael F. Jenkins advised the Council that after working with the consultant, the Town should eliminate the Land Use Map and continue working to approve the Character Area Map. The Character Area Map is flexible, has no hard lines but gives direction with respect to requested zoning changes, development, and eliminates potential conflicts. The Character Area Map allows for modifications and is appropriate for use now and will continue to be useful for many years. Community Development Director Steve Ayres concurs, stating the Land Use Map and Character Area Map may create conflicts and recommends the Council direct the Commission to proceed with the Character Area Map and eliminate the Land Use Map.

Public Comment: Tony Giola addressed the Commission and Council in support of keeping the Land Use Map in effect.
Rob Witt addressed the Commission and Council in support of keeping the Land Use Map in effect. Mr. Witt also requested the Commission and Council look at re-defining uses and/or area lines near I17 as the proposed Salt Mine Character Area is primarily residential and runs along I17, stating the area near I17 should be commercial.

Mayor German and Community Development Director Michael F. Jenkins clarified that the Town had limited access to I-17 in that area as the majority of land is owned by the USFS or State, and there is currently no access to I17 in the Salt Mine Character Area. If the ownership of the land changes in the future, modifications can be made. Mayor German stated the Land Use Map has been in effect for a very long time and it may be time to become more flexible and approachable to encourage potential investors and new commerce. The Character Areas, as proposed, have flexibility while giving clarity to potential investors and well as to the current residents. Vice Mayor Baker stated she concurs with the Commission's recommendation to eliminate the Land Use Map and go forward with completing the Character Areas Map, stating that the Commission has worked with, and has direct contact with residents, consultants, and potential investors. Councilor German commended the Commission, subcommittee and staff on their excellent efforts to bring the Character Area Map forward to the Council and residents. Councilor German asked the Commission for their direct recommendation regarding the Land Use Map versus the Character Area Map. Chairman Davis advised the Commission and Council that the Commission unanimously agrees that the Character Area Map would better serve the community, and elimination

of the Land Use Map may be in the best interest of the community, stating that he does not know the position of Commissioners Freeman or Norton regarding elimination of the Land Use Map. Councilor George proposed keeping both the Land Use Map and the Character Areas. Commissioner Hisrich stated is was not feasible, as the Character Area Map could not supersede the Land Use Map. Chairman Davis again stated that the Character Area Map would better serve the community, and the Commission supports elimination of the Land Use Map. Councilor Jones stated it would be best to avoid creating potential conflicts by keeping both maps, and stated she is in support of the Commission's recommendation to eliminate the Land Use Map and keeping the Character Area Map only. Commissioner Burnside questioned how the Character Area Map will affect commercial zoning. Chairman Davis advised that the zoning map, and procedure for zoning changes, will not be affected by keeping the Land Use Map, or by elimination of the Land Use Map and putting the Character Area Map into effect. Councilor Gordon stated his support of the Commission's recommendation to eliminate the Land Use Map and go forward with completing the Character Area Map. Mayor German advised the public to write letters to the Council or Commission regarding the Character Area Map if they cannot, or do not, want to speak in public or attend a meeting. The Council and Commission welcomes all public input. The Council unanimously supports the Commission in going forward with completion of the Character Area Map, and the intent to eliminate the Land Use Map.

5. **Discussion, consideration and possible direction to staff relative to sponsorship and cleanup program to be held at least four (4) times a year with dates and places to be determined.**

Councilor George recommended having sponsorship and cleanup program being on the Town Agenda as a Resolution at a later meeting, perhaps with a Town department sponsoring one cleanup program per year. Mayor German concurs.

Gary Chamberlain presented to the Council a handout and an overview of the cleanup program, its sponsors, and achievements, recommending that the Town advocate four cleanup days a year being the third Saturday in February, May, August and November.

Mel Otterson spoke in support of the Town adopting a Resolution to designate the sponsorship and cleanup program.

Elizabeth Gerstner spoke in support of the Town adopting a Resolution to designate the sponsorship and cleanup program.

June Trinidad spoke in support of the Town adopting a Resolution to designate the sponsorship and cleanup program.

After some discussion, the Council stated unanimous support of sponsorship and designation of the cleanup program and directed staff to draft and develop a Resolution for the Council's consideration and approval.

6. **Discussion, consideration, recommendations and possible nomination of appointees to two Yavapai College Advisory Committees.**

Councilor German advised that Yavapai College Board had unanimously adopted a selection process for two Advisory Committees. At this time the Council needs to select two nominations for appointment to the Advisory Committee to the Board by September 30th, and having each nominee present a letter of interest, resume and qualifications and two nominees to the Dean Perry Advisory Committee with the Council submitting the nominee recommendation.

After Council discussion and clarification of parties that are interested and willing to serve, the Council unanimously selected to nominate Tom Taylor and Amber Lee for appointment to the Advisory Committee to the Board. The Mayor will personally contact Mr. Taylor and Ms. Lee regarding preparation and submission of a letter of interest, resume and qualifications.

After Council discussion and clarification of parties that are interested and willing to serve, the Council unanimously selected to nominate Bob Weir and Steve Ayres to the Dean Perry Advisory Committee. Steve Goetting volunteered as an alternate nominee for appointment to the Dean Perry Advisory Committee if either of the nominees were unable or unwilling to serve. Councilor German will submit the nominees.

7. **Adjournment.**

The Work Session was adjourned by Mayor German at 7:28 p.m.

Charles German, Mayor

Virginia Jones for Lynn Riordan
Lynn Riordan, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council and the Planning and Zoning Commission of the Town of Camp Verde during the Joint Work Session, held on August 13, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 4 day of September, 2014.

Deborah Barber
Debbie Barber, Town Clerk