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AGENDA

TOWN OF CAMP VERDE

JOINT WORK SESSION

MAYOR AND COUNCIL

&

PLANNING & ZONING COMMISSION

473 S MAIN STREET, SUITE 106

WEDNESDAY, FEBRUARY 22, 2017 at 5:30 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. **Discussion, consideration and possible direction to staff regarding potential upcoming projects and code amendments to include, but not limited to improving development processes with the use of a PAD/PUD Overlay District, The Sign Code, Manufactured Homes & RV Park Zoning, Public Land/Community Facility Zoning Districts, Private Road Standards, Development Performance Standards, Cargo Containers, Group Homes, Accessory Dwelling Units, Tiny Homes, and International Dark Skies Designation.**
5. **Adjournment**

Posted by: *Wendy Lane*

Date/Time: *2-16-2017 2:00 p.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.

38-431.01 Meetings shall be open to the public

A. All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All Legal Action of public bodies shall occur during a public meeting.



Exhibit A - Agenda Item Submission Form - Section 1

Meeting Date: February 22, 2017 5:30 pm

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation Planning and Zoning/Town Council Work Session

Requesting Department: Community Development

Staff Resource/Contact Person: Carmen Howard

Agenda Title (be exact): Town Council/Planning and Zoning Commission Work Session to introduce, discuss and direct staff regarding potential upcoming projects and code amendments.

List Attached Documents:

Outline

Estimated Presentation Time: 30 minutes

Estimated Discussion Time: 90 minutes

Reviews Completed by:

Department Head: Carmen Howard **Town Attorney Comments: N/A**

Finance Department N/A

Background Information:

The Community Development Director has been working for the Town for a few months now and would like to ensure that the Community Development Department is pursuing objectives in alignment with the Town. Staff would like to discuss and get direction relating to improving development processes with the use of a PAD/ PUD Overlay District, the Sign Code, Manufactured Homes and RV Park Zoning, Public Land/Community Facility Zoning District, Private Road Standards, Development Performance Standards, Cargo Containers, Group Homes and Accessory Dwelling Units. The Economic Development Director will speak about pursuing International Dark Skies Designation and the Building Official will present information relating to "Tiny Homes".

Overview of Department, Staff, Current and Future Projects

1. Community Development now a One-Stop Shop
2. Fully Staffed, 2 permit techs, 2 BI-PE, 2 Code Enforcement Officers, Planner, B.O., and CD Director
3. Current/Future Projects include Annexation of Waste Water Treatment Plant, Clean-up of Non-Conforming parcels, Code Enforcement Clean-up project, Code updates to simplify processes.

International Dark Sky Community Designation- Steve Ayres

Tiny Homes- Robert Foreman

Potential Code Amendments for Discussion/Direction-Carmen Howard

1. PUD/PAD Overlay-

A PAD overlay zoning district uses a holistic approach to promote superior design and efficient land use by permitting flexibility in design standards so that a PAD produces a choice in the type of environment, living units, commercial installations, and other facilities available to the public while maximizing efficient, aesthetic, and desirable use of open space. Current Zoning District, Planned Unit Development (PUD) allows for development with a development plan but requires a residential component and has a 5 acre minimum. Staff proposes to remove both of these requirements to allow smaller developments the benefit of this type of planning tool and flexibility to allow the overlay in residential, commercial and industrial districts.

2. Sign Code-

2015 Supreme Court decision in Reed vs Gilbert affects Municipalities abilities to regulate sign codes based on content. The Court concluded that its decision does not limit a municipality's ability to regulate signage, so long as the regulation is content neutral. For instance, "size, building materials, lighting, moving parts, and portability" may be regulated without reference to a sign's message. Further, "on public property, the Town may go a long way toward entirely forbidding the posting of signs, so long as it does so in an evenhanded, content-neutral manner." What this affects significantly is the use of temporary signs, essentially either allowing all signs in the Public Right of Way (ROW) or prohibiting them, by allowing all signs in the right of way you end up with ROW's looking like they did during election season.

Municipalities are not powerless to enact sign regulation, and the Court provided a non-inclusive list of content neutral criteria:

- Rules regulating the locations in which signs may be placed;
- Rules distinguishing between lighted and unlighted signs;
- Rules distinguishing between signs with fixed messages and electronic signs with messages that change;
- Rules that distinguish between the placement of signs on private and public property;
- Rules distinguishing between the placement of signs on commercial and residential property;
- Rules distinguishing between on-premises and off-premises signs;

- Rules restricting the total number of signs allowed per mile of roadway; and
- Rules imposing time restrictions on signs advertising a one-time event.

The Town of Camp Verde Sign Code is written using content to regulate signage. Since the Sign Code will undergo a major overhaul, now is the time to review and make any other changes.

3. Cargo Containers-

Town Code currently prohibits Cargo Containers in all zoning districts, except, they are allowed as a structure/construction shed or office during construction with a temporary use permit.

Additionally, Section 203 provides that “No vehicle, including recreational vehicles, railroad cars or other structures not engineered for use as an accessory structure shall be placed on the property and used as an accessory structure.”

The issue was discussed and brought before the Planning and Zoning Commission on 2008 and the decision at the time was a denial with a 3-3 vote. The following is a summary from the meeting:

Public Hearing, Discussion and possible recommendation to Council on AMD 2007-08: Amending Section 108F Accessory Uses and Structures to allow for the use of shipping containers as accessory structures in residential and commercial zoning districts.

A motion by Parrish, seconded by Freeman, to recommend Council approval on AMD 2007-08: Amending Section 108F Accessory Uses and Structures to allow for the use of shipping containers as accessory structures in residential and commercial zoning districts, including the changes discussed, **resulted in denial by a 3-3 vote; with ‘no’ votes by Buchanan, Butner and German.**

STAFF PRESENTATION

Sr. Planner Jenkins reviewed the prior steps followed in discussing and considering allowing the subject shipping containers, including information received from other communities, suggested draft language and amendments, and public input. Jenkins added that the proposed final draft has now been provided for consideration and recommendation to Council.

Commission Discussion

The members discussed the problem of addressing the existing placement of the containers on properties, with an apparent choice of either considering revising the Town Code to legitimize the containers, or simply to just encourage staff to cite the existing violations. It was also suggested that the latest draft ordinance appears to be clear and enforceable, appropriate for the Town and in the best interests of the Town. Further discussing the draft, it was agreed that all references to “storage containers,” “storage unit,” “shipping containers,” be consistently identified as “container” or “containers.” Also, any reference to the International Building Code shall be identified “currently adopted.”

Staff would like to suggest possible performance standards should the Council and Commission consider revisiting the issue and potentially allowing the containers.

4. Manufactured Home and RV Park Zoning-

Currently, Manufactured Home and RV Parks are only allowed in the Town with a Use Permit. Town Code provides performance standards for this use, Section 306. Staff recommends allowing the use in the C2 zoning district which is the Commercial; General Sales and Services Zoning District. This zoning district provides a broad range of business uses as well as residential uses. Staff recommends this action in that Use Permits require constant tracking and are generally granted on a temporary basis, making it difficult for park owner to get loans and have security in their right to conduct business.

5. Accessory Dwelling Units-

Trends in family living situations have brought attention to the code related to guest houses. Guest houses are allowed in all zoning districts as long as they don't have separate cooking facilities which is interpreted as stoves. Staff finds that this leads to the addition of stoves after final inspection and potential fire issues. Staff suggests there are other methods of regulating guest houses such as maximum size and distance from main house which may be beneficial to mitigating some concerns about guest houses being used as an additional potential rental property in a single family residential zone.

6. Public Lands/Community Facility Zoning-

A zoning district specifically for uses such as schools, and a variety of public and quasi-public institutions and facilities which generally serve the community. Uses such as parks, schools, government facilities and maintenance facilities. Current public uses are allowed with a use permit. Staff suggests creating a zoning district specific to these uses rather than an onerous use permit process.

7. Private Access Road Standards-

Recent residential parcel splits and interest in development has brought attention to the fact that the Town Code and Fire Code private road standards are different. Staff proposes to amend Town Code to ensure standards are in alignment.

8. Development Performance Standards-

Staff would like direction relating to commercial parking areas. Currently, Town Code requires rolled, dust-free all-weather surfaces. Staff proposes this standard be heightened to permanent dust-free pavement.

9. Group Homes-

Town Code has no provisions for Group Homes. Recent issues have surfaced, specifically with Sober Living Homes in Prescott. Staff requests direction relating to this use.