

**MINUTES
TOWN OF CAMP VERDE
COUNCIL HEARS PLANNING AND ZONING MATTERS
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, NOVEMBER 28, 2018 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

Vice Mayor Jenkins called the meeting to order at 6:30 p.m.

2. Roll Call

Council Members Joe Butner, Robin Whatley, Bill LeBeau, Jesse Murdock and Buck Buchanan; and Vice Mayor Dee Jenkins were present. Mayor Charles German was absent.

Also Present

Community Development Director Carmen Howard, Town Manager Russ Martin, Deputy Clerk Virginia Jones and Recording Secretary Jennifer Reed were present.

3. Pledge of Allegiance

Vice Mayor Jenkins 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 Council requests.

a) Approval of the Minutes:

- 1) Council Hears P&Z Matters and Special Sessions – October 24, 2018
- 2) Regular Session – November 7, 2018

b) Set Next Meeting, Date and Time:

- 1) Wednesday, December 5, 2018 at 6:30 p.m. - Regular Session
- 2) Wednesday, December 12, 2018 at 5:30 p.m. – Work Session CANCELLED
- 3) Wednesday, December 19, 2018 at 6:30 p.m. – Regular Session
- 4) Wednesday, December 26, 2018 at 6:30 p.m. – Council Hears P&Z Matters – Meeting CANCELLED per Resolution 2018-994

c) Possible approval of Special Event Liquor License application for Jackpot Ranch Foundation located at 2025 Reservation Loop Road in Camp Verde for event to be held on March 1, 2019 and March 2, 2019. [Staff Resource: Judy Morgan]

Motion made by Councilor Butner to approve the consent agenda as presented. Second was made by Councilor Murdock. Motion carried unanimously with Vice Mayor Jenkins, Councilors Whatley, LeBeau, Murdock, Butner and Buchanan approving.

5. Special Announcements and presentations.

None

6. Call to the Public for items not on the Agenda.

Sheila Stubler- Park Manager at Fort Verde, announced an upcoming event, Candlelight Tours at the Fort. This year's theme is a "Victorian Christmas" and will run from December 1st through January 5th. She asked Council to consider budgeting \$500 every year so people can come for free one night (after the parade). She also offered event calendars for the park.

Jackie Baker- addressed the Council about the Town's last chip-seal project. She spoke on cracks on Montezuma Castle Highway and is requesting they put this on an upcoming agenda. Also, she requested Council budget for better chairs for the public in the Council Chambers.

7. Business - Council Hears P&Z Matters. Legal action can be taken.

7.1. Resolution 2018-1015 - A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona to abandon a portion of an alley and associated reversion to acreage to Lots 1 and 2, Block 12, Parcel Number 404-23-013a, and Lot 3, Block 12, Parcel Number 404-23-013b, within the Camp Verde Townsite Subdivision; extending from Nichols Street South for approximately 140 feet. [Staff Resource: Carmen Howard]

Community Development Director Carmen Howard stated that she has a request to abandon an alleyway in-between two parcels. She showed a map of the area on the video screen. She described the current state of the alleyway as being vacant and overgrown. Ms. Howard stated that Council had talked about an abandonment of this alleyway earlier this year. She briefly described what is being planned for the site. All paperwork and public hearings are complete. Planning and Zoning has recommended approval.

Motion made by Councilor Murdock to approve Resolution 2018-1015, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, to abandon a portion of an alley and associated reversion to acreage to Lots 1 and 2, Block 12, parcel number 404-23-013a, and Lot 3, Block 12, parcel number 404-23-013b, within the Camp Verde Townsite Subdivision; extending from Nichols Street south for approximately 140 feet. Second was made by Councilor Whatley. Motion carried unanimously with Vice Mayor Jenkins, Councilors Whatley, LeBeau, Murdock, Butner and Buchanan approving.

7.2. Ordinance 2018-A438 - An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Zoning Map Change from R2-2 (Residential: Duplex & Other Multi-Family Uses - 2,000 Square-Foot Minimum Lot Size) and R1L-35 (Residential Single Family Limited - 35,000 Square-Foot Minimum Lot Size) to R2-PAD (Residential: Duplex & Other Multi-Family Uses/Planned Area Development) for a Small Home Community on approximately 2.6 Acres on Nichols Street and Fain Street; Parcel Numbers 404-

30-029D and 404-23-013A, in Camp Verde, Yavapai County, Arizona. [Staff Resource: Carmen Howard].

Community Development Director Carmen Howard stated this item relates to the abandonment, rezoning request from Dave Meier. He is asking to rezone this area from an R2-2, which is a 2,000 Square-Foot Minimum Lot Size and an R1L-35 (Residential Single Family Limited - 35,000 Square-Foot Minimum Lot Size) to R2-PAD (Residential: Duplex & Other Multi-Family Uses/Planned Area Development. This item was rezoned in 2005 to allow for a townhome project. The parcel has been sitting vacant for quite some time. The applicant has been working with the Economic Development Department to come up with a progressive project that would fit the community. This small homes project is titled "Wee Hallow". Ms. Howard showed a presentation of the project, and explained the houses will be site built and custom homes. The applicant will also make improvements to Nichols Street, creating a Private/Public partnership for parking. They are asking the Council to approve a PAD Zoning which would allow for a little more flexibility relating to the layout of the parcels themselves and to parking.

Councilor Buchanan asked how many units could go in under the current zoning. Ms. Howard said somewhere around 5. Councilor Buchanan asked about parking amounts. Ms. Howard stated the current plan provides for 60 spaces which would include garages. 24-26 units are proposed with about two spaces per unit plus extra parking spaces.

Councilor Butner asked if Ms. Howard had seen what the Homeowners Association CC&R's would look like. Ms. Howard stated not yet, that will come with the Preliminary Plat. It will be platted and subdivided. Councilor Butner asked on the build-out/construction timeline. Ms. Howard stated that has not been submitted yet.

Applicant David Meier stated the project will go through the platting phase first, in a couple months, with possible construction starting early summer. The CC&R's would then be created.

Public comment was taken.

Jackie Baker asked what the Public/Private Parking Partnership Agreement would entail, as far as the Town's responsibility. Ms. Howard said that will be worked out in a Development Agreement, which Mr. Meier will provide. There will also be a Maintenance Agreement and then it will come to Council for approval.

Councilor Butner asked Mr. Meier about the Public/Private Partnership with the Town. Mr. Meier explained that a portion of the area is city owned, and instead of the town giving up the property, he would pave Nichols Street to the end of the property providing about 10 parking spaces for the public to use. This would allow additional parking for big events. Councilor Butner asked what Mr. Meier wanted from the town in terms of this partnership. Mr. Meier explained it would give access to the parking structure. Councilor Butner asked about landscaping. Mr. Meier spoke on providing a walking campus; wide enough for walking only, and beautifying the irrigation ditch.

Motion by Councilor Murdock to approve Ordinance 2018-A438 - An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Zoning Map Change from R2-2 (Residential: Duplex & Other Multi-Family Uses -

2,000 Square-Foot Minimum Lot Size) and R1L-35 (Residential Single Family Limited - 35,000 Square-Foot Minimum Lot Size) to R2-PAD (Residential: Duplex & Other Multi-Family Uses/Planned Area Development) for a Small Home Community on approximately 2.6 Acres on Nichols Street and Fain Street; Parcel Numbers 404-30-029D and 404-23-013A, in Camp Verde, Yavapai County, Arizona. Second was made by Councilor Whatley. Motion carried unanimously with Vice Mayor Jenkins, Councilors Whatley, LeBeau, Murdock, Butner and Buchanan approving

7.3. Ordinance 2018-A439 - An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for a text amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 103: Definitions, Bed and Breakfast [Staff Resource: Melinda Lee/Carmen Howard]

Community Development Director Carmen Howard stated they have been working through the Zoning Ordinance making additions and corrections. They came before Council previously with amendments relating to accessory dwelling units, bed and breakfasts, vacation/short term rentals and they found there was an imbalance relating to "Bed and Breakfast". Currently, residential unit with an accessory dwelling unit or guest house can be rented out, with an Accessory Dwelling Unit Permit, which is a \$144 fee for the permit. A Bed & Breakfast requires a Use Permit which is \$1,800 and it requires a lengthy process to be followed. Basically if the unit being rented out was not attached the requirements are much less. They are asking for approval to amend the Bed and Breakfast definition, changing the number of bedrooms to: two (2) to five (5). This would allow a one-bedroom unit in an attached home to be an accessory dwelling unit.

Councilor LeBeau asked for clarification on the purpose for this change. Was it to make it more affordable and if so wouldn't it be easier to reduce the fee rather than changing the definitions. Ms. Howard spoke on current zoning laws for R1 districts not allowing Bed & Breakfasts (B&B), while RR districts do. Use Permit (UP) requirements are appropriate for a B&B due to its more intense rental effects. We don't want to remove the UP requirement for the B&B because it is an important tool for protection of the neighborhood. A Use Permit has more requirements to prove the proper set up for that type of use. They are trying to make it easier, and the ADU rental regulations were highly touted at the planning conference.

Councilor Butner asked if this will make it easier for people to have a Bed & Breakfast in their house. Ms. Howard responded yes, for a one-bedroom B&B rental. Councilor Butner asked if Ms. Howard was familiar with the issues that Sedona is having right now with short term rentals. Ms. Howard affirmed. Councilor Butner asked how she compares Camp Verde's circumstances with what is going on in Sedona. Ms. Howard explained that she believes the market is quite different in Camp Verde verse Sedona. State law has stepped in and said they are restricted in what they can regulate relating to short term rentals. What Camp Verde has done is require those people in single family zoned districts, who want to rent out their guest homes, to have a safe situation, where they are required to follow the building official requirements. They monitor the situation and Camp Verde is not seeing a large amount of vacation rentals. Municipalities are limited on how they can regulate these things. By changing the definition, a one-bedroom B&B will simple process for compliance.

Motion by Councilor Murdock to approve Ordinance 2018-A439, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for a Text Amendment to the Town of Camp Verde Planning and Zoning Ordinance amending Section 103, Definition for a Bed and Breakfast. Second was made by Councilor Whatley. Motion carried unanimously with Vice Mayor Jenkins, Councilors Whatley, LeBeau, Murdock, Butner and Buchanan approving

8. Call to the Public for items not on the Agenda.

No public comment.

- 9. Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are: Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

Councilor Butner stated he and Councilor LeBeau visited the Peach Lane neighborhood after receiving the complaint letter. The Town has made some corrections but more changes are needed. It is not an easy fix.

Councilor Whatley attended Tourist Weekend at Out of Africa. She thinks it's a great tourist draw and they are doing a great job. Also, she noted there is a thank you letter from a McCracken resident in the Journal, for cleaning out and preparing for flood events. She thanks staff for all they have done for this issue.

Councilor Murdock attended the Intergovernmental Meeting in Jerome. They discussed the Extension of the Verde Connect. The website is still open for comments. She also wanted to let the new Councilors know the Town Council has an Adopt a Highway mile that we clean up along Highway 260. She would like to get out there before the end of the year. She will let Virginia know when it is planned and then she can pass on the information.

Vice Mayor Jenkins attended a NACOG Meeting. It was made up of a large group of people from all over Yavapai County. They discussed the increase of layoffs. They are very in touch with things going on throughout the County.

10. Manager/Staff Report Individual members of the Staff may provide brief summaries of current events and activities.

Town Manager Russ Martin:

The Group that is doing the Big Chino Project are talking about getting all the councils together to talk at one time. He will let the Council know when that is scheduled.

If Council has suggested items for the Retreat Agenda, provide them to him as soon as possible. He is looking at starting the Retreat Session at 8 a.m. and going until 4 p.m. on January 3rd. He'd plans to have the agenda go out in the next couple of weeks.

The Christmas Party is planned for December 14th at 5 p.m. in the Library with the Youth Council serving. There will also be a salsa contest.

11. Adjournment

Vice Mayor Jenkins adjourned the meeting at 7:20 p.m.

Attest:



Vice Mayor Dee Jenkins



Deputy Town Clerk Virginia Jones

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Council Hears Planning and Zoning Matters of the Town Council of Camp Verde, Arizona, held on November 28, 2018. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 20 day of December, 2018.



Virginia Jones, Deputy Town Clerk