



Support your local merchants

**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, NOVEMBER 1, 2023 at 6:30 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/84820696060?pwd=V3Y0bXhiRGY0dk9mQmtESmNiQmc2QT09>

One Tap Mobile: 1-669-444-9171 or 1-669-900-9128

Meeting ID: 848 2069 6060

Passcode: 597003

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

1. **Call to Order**
2. **Roll Call.** Council Members: Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.
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) Regular Session – October 18, 2023 Page 5
 - 2) Special Session Retreat – October 19, 2023 Page 13
 - b) **Approve the Finance Director to make the attached budget adjustment labeled BAFY23-05 for the FY23 budget year moving \$87,000 of budgeted expenses from Wastewater Fund Depreciation to Water Fund Depreciation.** Page 17
5. **Call to the Public or items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

6. Special Announcements and Presentations:

- **Proclamation Designating November 1, 2023 as Extra Mile Day.** Page 19
- **Board of Adjustment Quarterly Report.** Staff Resource: John Knight Page 21
- **Planning and Zoning Quarterly Report.** Staff Resource: John Knight Page 23

- 7. Discussion, Consideration, and Possible Approval of Ordinance 2023-A484, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona pertaining to the National Flood Insurance Program, adopting by reference Flood Insurance Study, Flood Insurance Rate Maps, and floodplain management regulations; providing for repeal of conflicting ordinances; providing for severability; providing penalties; and superseding Ordinance 2015-A413.** Staff Resource: Jeff Low Page 25
- 8. Discussion, Consideration, and Possible Approval of Resolution 2023-1122, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting fees for Town Water and Wastewater Services for fiscal years 2023-2024, 2024-2025, 2025-2026, 2026-2027, and 2027-2028; and superseding Resolution 2018-1001.** Staff Resource: Jeff Low Page 35
- 9. Discussion, Consideration and Possible Adoption of Resolution 2023-1121, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving Use Permit 20230456, a Use Permit application for Recreational Investment Group LLP for an RV Park for property generally located at the Northwest corner of Highway 260 and Dickinson Circle (APN 403-23-151D).** Staff Resource: Cory Mulcaire Page 41
- 10. Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation.

11. Adjournment

Note: Upon a public majority vote of a quorum of the Town Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the purpose of discussion or consultation for legal advice with the Town Attorney as permitted by A.R.S. § 38-

431.03(A)(3). Any other executive sessions will be separately included on the agenda above if an executive session will be held at the meeting.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - 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. Pursuant to Town Code, Section 2-3-7.1 the Mayor shall call for a vote of the Council to allow the meeting to continue past the deadline of 10:00 p.m. The Town of Camp Verde Council Chambers is accessible to persons with disabilities. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on 10-26-2023 at 4:00 p.m.

Cindy Pemberton

Cindy Pemberton, Town Clerk

[Page intentionally left blank]

DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, OCTOBER 18, 2023 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

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

2. Roll Call

Mayor Dee Jenkins, Vice Mayor Marie Moore, Councilor Wendy Escoffier, Councilor Jackie Baker, Councilor Jesse Murdock, and Councilor Cris McPhail are present. Councilor Robin Godwin is absent.

Also Present

Town Manager Ted Soltis, Town Clerk Cindy Pemberton, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Councilor Escoffier 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) Special Session – October 4, 2023
- 2) Regular Session – October 4, 2023

b) Set Next Meeting, Date and Time:

- 1) Special Session Retreat – October 19, 2023 at 3:00 p.m.
- 2) Regular Session – November 1, 2023 at 6:30 p.m.
- 3) Regular Session – November 15, 2023 at 6:30 p.m.

c) Approval of Town of Camp Verde Code of the West. Staff Resource: Ted Soltis

d) APPROVAL OF AN APPLICATION FOR JOSHUA ALLEN HORTON, FOR A TEMPORARY EXTENSION OF PREMISES/PATIO LIQUOR PERMIT FOR LOW PLACES, LLC FOR 564 S. MAIN STREET ON NOVEMBER 2nd, 3rd, 4th AND 5th FOR THE TURQUOISE CIRCUIT BLOCK PARTY.

Councilor Baker requested to pull Item 4c Approval of Town of Camp Verde Code of the West. On a Motion by Vice Mayor Moore, seconded by Council Escoffier, Council moved to approve items 4A, 4B, and 4D of the consent agenda as read.

Roll Call Vote:

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: absent

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion carried 6-0.

Regarding Item 4c Approval of Town of Camp Verde Code of the West, Councilor Baker stated this document will require more work for staff. She doesn't think there is a need for another document on the books of the Town of Camp Verde that says any more than *"treat others as you want to be treated"*.

Councilor Escoffier thinks it is a better document. She suggested a few revisions:

- In the 1st paragraph, the first sentence that lists values, delete the word religion.
- On page 21 of the packet, there are a couple lines that repeat itself.
- A member of the public would also like to add Canadian Geese under the title of 'Wildlife' because they make a lot of noise.
- Add Graves Propane under *"Propane"*.

She also added she is having trouble supporting this being adopted by the Council because it is not a policy function, financial requirement, or A.R.S requirement. She does not want to add responsibilities to staff who will have to update businesses as they come in.

Vice Mayor Moore wanted clarification. This item has already been approved once, and today's item would be to approve just the revisions. Town Clerk Cindy Pemberton stated some Councilors are under the impression that the document hadn't been approved. Yet, others believe it had. Councilor Escoffier read the motion from the minutes of September 20, 2023; *"On a motion from Vice Mayor Moore, seconded by Councilor Murdock, Council moved to direct the Town Manager to work on the revision of the Code of the West to return to Council for review and adoption, in a timely manner"*.

Public Comment:

David Grondin- one particular item is missing in the Town of Camp Verde Code of the West which is *the respect, the recognition, and the acknowledgement of the Indigenous People*. They should be in the code.

On a motion by Councilor McPhail, seconded by Vice Mayor Moore, Council moved to accept the revisions, adopt The Code of the West, and authorize staff to continue to update the document as needed.

Roll Call Vote:

Councilor Baker: nay

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: absent

Councilor Escoffier: nay

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion carried 4-2.

5. Call to the Public or items not on the Agenda. (Please complete Request to Speak Card and turn it in to the Clerk.)

Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

Richard Carter- Received a letter from the U.S. Forest Service regarding losing access to Lost River Road. If the road is shut down no emergency personnel will be able to get in. Town Manager Soltis said the shutting down of the road doesn't have anything to do with The Town of Camp Verde but with the Forest Service and Yavapai Apache Nation. It is a private road.

Pauli Lyon- in continuation of losing access to Lost River Road, the letter said they have 90 days to choose an alternative route. Two of the contacts listed haven't responded. They don't know what's going on or who to talk to. He asks, did the Town really know about the land swap. Mr. Lyon requested that this matter be placed on a future agenda for Council to address.

J. W. Smith- spoke regarding the land swap with the Yavapai Apache Nation and the US Forest Service. He believes the Town of Camp Verde should object to the land swap because it will isolate a whole community. Access to river would be lost. The community needs to be informed as to what is happening. With this swap he will have to drive through the Reservation to get to his property. They have until the 23rd to make a comment to the Forest Service, he would like the Town to comment. He will leave his phone number if you have questions. Town Clerk Cindy Pemberton said Mr. Smith has provided the Clerk's Office with copies of his documents.

Susan Fisher- spoke about Zoning Violation Fees. She spoke on this before to implore grace from the Council. Fees should only be imposed after a warning. Public will forget Zoning Ordinances. The Zoning Department and Council would be better off if they give more grace to the public.

6. Special Announcements and presentations

- **Court Operational Review Evaluation Report/Court Update.** Staff Resource: Veronica Pineda

Judge Gary Horton presented information regarding the Court's recent Court Operational Evaluation & Review. All documents were given to Council before meeting. This is a thorough review of the happenings in the Municipal Court. The report indicates they are serving justice well. He is still concerned about his court entrance not being secure. His staff and himself are exposed to the public before they have passed through security. He also mentioned his contract is just about up. He sent a contract proposal to the Town Manager; he would like to stay but will need to know before the 15th of December, 2023.

- **Presentation and Discussion of Third Quarter 2023 Parks and Recreation Commission report.** Staff Resource: Mike Marshall

Parks and Recreation Director Mike Marshall presented the Third Quarter of 2023 Parks and Recreation Commission Report and introduced Commission Chair Grondin and Vice Chair Faulkner. They are present if there are questions.

Vice Mayor Moore wanted a more detailed report about Cornfest: Details about the event, if they recommend any changes, and if there was any feedback from the public. She also wants to know about Fort Verde Days; immediately after the event has occurred. Mr. Marshall said information is coming. This is the Parks and Recreation *Commission* report not the Parks and Recreation Division Report. This report is also restricted to the 3rd Quarter. Town Manager Soltis suggested placing an item on the next agenda, as an "After Action Report", on those two specific events.

Councilor Baker would like to hear from the Commissioners. Chairman Grondin introduced himself and Vice Chair Faulkner. He explained they are slowly getting to know the physicality of the Town Amenities. As that happens, they will be able to give recommendations to Council. The Commission feels their focus should be on future developments of the park and recreational amenities. They did recommend to Council that they should prioritize at the Sports Complex to develop the tennis/pickleball courts and disc golf. They also feel the Commission needs to know what is being built and what the budget is. He also suggested hiring a grant writer to develop future amenities.

- **Verde Youth Action Alliance (VYAA) Presentation on Youth League of Cities and Towns Summit.** Staff Resource: Nicole Metz-Andrews and Zach Garcia

Zach Garcia introduced Verde Youth Action Alliance (VYAA) Co-Coordinator Melanie Ciapara Rios and Secretary Trinity Ellison who gave an oral presentation on their experience at the 2023's League of Cities and Towns Youth Summit. They mentioned that after surveying teens in the community, they

would like to see either a Recreation center or a movie theater added to the community.

- **Long Range Planning Update, Community Development Department.** Staff Resource: BJ Ratlief

Town Planner BJ Ratlief updated Council on Long Range Planning for the Community Development Department. The Animal Work Group had begun to meet and she read the names of those serving in the group.

Mayor Jenkins asked about the General Plan; it should not be delayed. Ms. Ratlief explained it was talked about but there were no funds available. Mayor Jenkins wanted to confirm that Section 305 was prioritized, to be done sooner than the rest of the ordinances. Ms. Ratlief said yes.

Vice Mayor Moore inquired about the \$80,000 budgeted for the General Plan Update. Community Development Director John Knight said the money was promised, but because they thought they could wait. The money might have been redistributed elsewhere. He was unsure.

Finance Director Mike Showers said there was discussion about postponing the General Plan for a year and show up in Fiscal Year 25. Town Clerk Cindy Pemberton suggested she could check the summary index report on this topic to identify if any action was taken regarding the \$80,000. Councilor McPhail thought she remembered they were going to use State Windfall Money (the one time use money) Mayor Jenkins said staff will do some research and bring information back to the Council. Ms. Ratlief wanted to add a note saying that Chino Valley and Wickenburg are in the same process and have spent \$300,000+ on their General Plans.

Councilor Escoffier asked about the Dark Sky Ordinance. Ms. Ratlief said an update will come from the Economic Development Department, but we are in compliance. Councilor Baker thought there was a timeframe to have everyone in compliance. Ms. Ratlief explained the Town's infrastructure had to be in compliance within ten years, which was achieved. Now they are working on the commercial side of it. Next will be the education to the residents. Ms. Ratlief gave an update on the process of the Dark Sky Ordinance.

Councilor Baker asks what do we need for the General Plan that going to cost that kind of money they are talking about. Ms. Ratlief explained it is gathering the analysis, the GIS and maps, and then putting the information all together.

Vice Mayor Moore if this is something we need to do to have our General Plan be what we need it to be for the next ten years, then she wants to support staff in getting this done but also being able to do their everyday jobs.

Councilor Escoffier said that with the Town owning the Water and Sewer Companies, plus all the growth, working on the General Plan will be more than just edits.

Meeting break: 7:52 p.m.

Meeting resume: 7:57p.m.

7. Discussion, Consideration and Possible Approval of the FY25 Budget Calendar. Staff Resource: Mike Showers

Finance Manager Mike Showers reviewed the proposed FY25 Budget Calendar. He explained he'd like to get started a bit early this year. He would like to leave the process the same as last year while the new Town Manager Mr. Soltis gets familiar with the budget and then will fine tune the process along the way.

Councilors looked at their calendars and discussed dates they would not be able to join specific meetings. After some discussion, the only date that will need to be switched would be December 15th. Council would like to reschedule the December 15th Meeting to January 10th from 4:00 p.m.-7:30 p.m.

Councilor Murdock would like a hybrid version of the Strategic Plan and stick with some serious commitments. Make sure there is follow through with specific projects.

Councilor Escoffier thinks Council needs more of a Strategic Plan Review of what we have already put forth for our five-year plan.

On a Motion made by Vice Mayor Moore, seconded by Councilor McPhail, Council moved to approve the Revised Proposed Budget Calendar for FY25 with the one date change from December 15, 2023 to January 10, 2024 starting at 4:00pm.

Roll Call Vote:

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: absent

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion carried 6-0

8. DISCUSSION/APPROVAL/DISAPPROVAL AUTHORIZING THE TOWN ATTORNEY (PIERCE COLEMAN, PLLC) TO PURSUE A CONSTRUCTION DEFECT LAWSUIT AGAINST SOUTHWESTERN ENVIRONMENTAL CONSULTANTS, INC. ("SEC") AND KRISHAN GINIGE, IN HIS CAPACITY AS A PROFESSIONAL ENGINEER AND PRESIDENT OF SEC.

Vice Mayor Moore said in light of information received, she requested to go into Executive Session for more discussion.

On a motion made by Vice Mayor Moore, seconded by Councilor Escoffier, Council moved to enter into Executive Session.

Roll Call Vote:

Councilor Baker: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Godwin: absent
Councilor Escoffier: aye
Vice Mayor Moore: aye
Mayor Jenkins: aye

Motion carried 6-0

Adjourn into Executive Session: 8:34 p.m.

Reconvened into Regular Session: 9:09 p.m.

On a Motion made by Council McPhail, seconded by Councilor Escoffier, Council moved to approve authorizing the Town Attorney (Pierce Coleman, PLLC) to pursue a construction defect lawsuit against Southwestern Environmental Consultants, Inc. (SEC) and Krishan Ginige, and proceed.

Roll Call Vote:

Councilor Baker: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Godwin: absent
Councilor Escoffier: aye
Vice Mayor Moore: aye
Mayor Jenkins: aye

Motion carried 6-0

9. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation.

Council discussed current events including but not limited to: the Yavapai Apache Nation water meeting; the Yavapai College Governing Board; Fort Verde Days rodeo and parade and routine meetings.

Council discussed upcoming events include Lions Club eye care clinic on October 28, 2023; Turquoise Circuit Block party beginning on Thursday November 2, 2023; Game Con Saturday after Thanksgiving in November, Community Outreach for the Fort Verde Tour and to have two events per annual; MATFORCE seeking teenagers to serve on the Yavapai County Youth Council and Spanish speakers for their bureau; and the Halloween Trunk or treat on October 31, 2023

Town Manager Soltis discussed the Fort Verde day's events, a flyover the Verde river, the relocation of library books and a new process where all citizens concerns may be directed to the Towns website.

10. Adjournment

Mayor Jenkins adjourned the meeting at 9:29 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Cindy Pemberton

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 Regular Session of the Town Council of Camp Verde, Arizona, held on October 18, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Cindy Pemberton, Town Clerk

Town of Camp Verde

Town Council Retreat Strategic Discussion Session

October 19, 2023
3 – 7 pm at the Jackpot Ranch

Summary Report and Next Steps

1. Welcome

Mayor Dee Jenkins called the meeting to order and welcomed attendees: Council Members Jackie Baker, Wendy Escoffier, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Town Manager Ted Soltis. Town Manager Ted Soltis introduced facilitator Evelyn Casuga with Arizona Town Hall who guided the evening's discussion.

2. Introductions/Expectations

During introductions, each Councilmember introduced themselves, described their path to and motivation for becoming a Council member, and their continuing involvement in the community. Town Manager Ted Soltis highlighted his career, as did facilitator Evelyn Casuga. Evelyn noted that this initial discussion would most likely lead to further strategic work for the Council to consider.

Expectations from participants for the evening's process included the following:

- Participation with open minds
- Goal setting
- Role clarity
- Achieving teamwork

3. Environmental Scan/Opportunities & Risks

Global, national, state challenges and opportunities which impact Camp Verde:

- Tension in the Middle East and global wars.
- Politicians not working together, starting at the Federal level and continuing at the State level, is creating divisiveness which also affects local governments.
- Arizona Legislature dictating to local governments what they can and cannot do, as well as currently and potentially continuing to negatively impact municipal budgets.
- Special interests at the State level having outsized influence over Legislative decisions with little or no regard to the interests of Arizonans overall.
- "The Great State of Maricopa" vs. the rest of the State is and has been a long-term perception and dilemma.

Regional and local challenges and opportunities:

The following will serve as the list of items for a separate Council session to delve deeper and provide guidance and prioritization to the Town Manager and his team:

- Water
 - Providing water security to residents and businesses.
 - Verde River impacts i.e., tourism, scenic waterway.
 - Relationship with Salt River Project (SRP).
- Streets and roads
 - State, County, local funding – inadequate

- Although the region currently has the Verde Valley Transportation Planning Organization, work is underway to establish a Municipal Planning Organization which may provide more opportunity for increased funding in the Verde Valley and its municipalities.
- Library
 - Need for additional exploration and scrutiny of Yavapai County's funding formula to libraries throughout the County, including in Camp Verde. Recent reductions to libraries and potential future reductions would be detrimental to County residents.
- Yavapai College
 - There is no physical facility to serve residents in Camp Verde.
- Healthcare
 - Although negotiations are in process with Northern Arizona Healthcare, recent limitations and lack of providers in Camp Verde have hampered access to quality healthcare to residents.
- Housing
 - Housing affordability and availability are issues throughout Arizona; however, specifics differ in each municipality. As an example, in Sedona, short term rentals are a critical issue, this is not so in Camp Verde. Lack of housing for first time homebuyers and working families rise to the top here.
 - A transient population who lives long-term in recreational vehicles impact local Infrastructure (e.g., streets) without the same tax investment as those who are more traditionally housed.
- Electricity
 - Due to unanticipated rapid growth in Camp Verde and surrounding areas, Arizona Public Service (APS) is playing catch-up to provide for the needs in the region, exacerbated by supply chain issues. This is a temporary situation.
- Evolving role of Mayor/Relationship with other elected officials
 - As noted previously regarding potential actions by the State Legislature that negatively impact municipalities, the Mayor plays an escalating role as a Voice of Local Governments. With background data, information, and tracking performed by the League of Arizona Cities and Towns, the Mayor's presence is increasingly required to advocate for cities and towns particularly during the Legislative session in Phoenix.
 - Strong support for Camp Verde was noted by Supervisor James Gregory at the County-level.
 - It was observed that State-level representatives have not been present in the community.
- Planning Foundations
 - Update of General Plan which will require voter approval.
 - Update of Zoning Code, which was not updated after approval of the current General Plan.
 - Exploration of establishing design review and landscape guidelines.
 - Development agreements - It was noted that past developments have not appeared to have adhered to what was promised (verbally or in writing) which may have resulted in projects that have not held up well over time. Newer development agreements will need to consider and outline with clear stipulations.
- Revenue generation considerations

- o With increasing community needs driven by a greater increase in population and differing needs of a younger demographic than the rest of the County, exploration of potential revenue streams may be warranted.

4. Focus Areas

At this initial session with Council and Town Manager, the two focus areas are foundational to establish productive working relationships given new dynamics.

- Roles and Responsibilities

In keeping with policy and practice of municipalities throughout Arizona, there was strong consensus that the Town Council does and continues to adhere to the Council-Manager form of government. The Town Council is the policy-making body of the Town. The Town Council has oversight over three positions in the Town: Town Manager, Town Attorney, and Town Magistrate.

The Town Manager is charged with the day-to-day responsibility of Town administration, personnel, and operational functions; providing guidance and recommendations to Council regarding policies; and carrying out the decisions of the Council.

Councilmembers reminded one another to stay out of the day-to-day operations of the Town. In also raising awareness that the “elected” hat doesn’t come off, perceptions by residents and employees may have unintended impacts and consequences.

- Communications

In the past 18-24 months the Town has experienced several leadership transitions which may be leading to confusion, tension, and a lack of clarity regarding roles and responsibilities. Discussion focused on the intent to build trust, respect, and teamwork among and between all involved: Council, Manager, Employees, and the Community. Improved communication, communication flow, and transparency will be foundational to furthering this intent.

With a long list of potential goals and strategies to be developed (see regional and local issues section), the value of different communication styles and incorporating varied perspectives on the Council will strengthen consensus on focus and direction to the Town Manager.

Works in progress and proposals were presented by the Town Manager for Council feedback (separate document distributed):

- o Internal

- Internal newsletter to employees. Consider one newsletter vs a separate newsletter to community.
- Councilmembers will each receive the same updates from the Town Manager on a regular basis.

- o External

- Community newsletter. Consider one newsletter vs a separate newsletter to employees.
- A new online complaint process was introduced.

5. Next Steps

- There was consensus that another strategic planning session was necessary to begin setting priorities, responsible parties, timelines, and budgets to the initial regional and local challenges and opportunities list.
- The Council will provide feedback regarding the internal and external newsletters.

6. Meeting adjourned at 7 pm

Mayor Dee Jenkins

Attest: Town Attorney Trish Stuhan

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 Regular Session of the Town Council of Camp Verde, Arizona, held on October 18, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Trish Stuhan, Town Attorney



Agenda Item Submission Form – Section I

Meeting Date: November 1, 2023

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

Requesting Department: Finance

Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Approve the Finance Director to make the attached budget adjustment labeled BAFY23-05 for the FY23 budget year moving \$87,000 of budgeted expenses from Wastewater Fund Depreciation to Water Fund Depreciation.

List Attached Documents: 1) Budget entry sheet BAFY23-05

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews and comments Completed by:

- ☒ Town Manager: Reviewed ☐ Department Head:
☐ Town Attorney Comments: N/A
☐ Risk Management: N/A
☒ **Finance Department**
Fiscal Impact:
Budget Code: See attached **Available Balance:** N/A
Comments:

Background Information: the Water Fund is the only department/fund that was over budget during FY23. Depreciation is the single most identifiable line item causing the overage as it was budgeted for only \$50,000 but wound up with \$260,202.34 of depreciation expense due to the cost of amortizing the purchase of the Water Company.

Recommended Action (Motion): Approve the Finance Director to make the attached budget adjustment labeled BAFY23-05 for the FY23 budget year moving \$87,000 of budgeted expenses from Wastewater Fund Depreciation to Water Fund Depreciation.

Instructions to the Clerk: None.

Date: June 30, 2023[illegible]Journal Entry #: BAFY23-05

Approved By/Date: _____

Packet #: GLPKT -

Entered By/Date: _____



PROCLAMATION
DESIGNATING NOVEMBER 1, 2023
EXTRA MILE DAY

WHEREAS, Camp Verde, Arizona, is a community which acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

WHEREAS, Camp Verde, Arizona, is a community which encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Camp Verde, Arizona, is a community which chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

WHEREAS, Camp Verde, Arizona, acknowledges the mission of Extra Mile America to create 550 Extra Mile cities in America and is proud to support “Extra Mile Day” on November 1, 2023.

NOW THEREFORE, The Mayor and Common Council of the Town of Camp Verde, Arizona, do hereby proclaim November 1, 2023, to be Extra Mile Day. I urge each individual in the community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

Passed and approved by a majority vote of the Common Council at the Regular Session of November 1, 2023.

Dee Jenkins, Mayor

Date _____

Attest:

Cindy Pemberton, Town Clerk

[Page intentionally left blank]



Agenda Item Submission Form – Section I

Meeting Date: Town Council, Wednesday November 1, 2023 at 6:30 PM

- ☐ Consent Agenda ☐ Decision Agenda ☐ Executive Session Requested
☒ Presentation Only ☐ Action/Presentation ☐ Work Session

Requesting Department: Community Development

Staff Resource/Contact Person: John Knight, Community Development Director

Agenda Title (be exact): Presentation: Quarterly Report – Board of Adjustments

List Attached Documents: None

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: None

Reviews and comments Completed by:

- ☒ Town Manager: Ted Soltis ☒ Department Head: John Knight
☐ Town Attorney Comments: _____
☐ Risk Management: _____
☐ Finance Department
Fiscal Impact: _____
Budget Code: _____ Amount Remaining: _____
Comments: _____

Background Information: N/A

Recommended Action (Motion): N/A

Instructions to the Clerk: N/A

[Page intentionally left blank]



Agenda Item Submission Form – Section I

Meeting Date: November 1, 2023

- ☐ Consent Agenda ☐ Decision Agenda ☐ Executive Session Requested
☒ Presentation Only ☐ Action/Presentation ☐ Work Session

Requesting Department: Community Development

Staff Resource/Contact Person: John Knight, Community Development Director

Agenda Title (be exact): Quarterly Report – Planning and Zoning Commission

List Attached Documents: None

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: None

Reviews and comments Completed by:

- ☒ Town Manager: Ted Soltis ☒ Department Head: John Knight
☐ Town Attorney Comments: _____
☐ Risk Management: _____
☐ Finance Department
Fiscal Impact: _____
Budget Code: _____ Amount Remaining: _____
Comments: _____

Background Information: None

Recommended Action (Motion): None

Instructions to the Clerk: None

[Page intentionally left blank]



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: November 1, 2023

☒ Consent Agenda ☐ Decision Agenda ☐ Executive Session Requested
☐ Presentation Only ☐ Action/Presentation ☐ Special Session

Requesting Department: Utilities Department

Staff Resource/Contact Person: Jeff Low

Agenda Title (be exact): Discussion, consideration, and possible approval of Ordinance 2023-A484, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona pertaining to the National Flood Insurance Program, adopting by reference Flood Insurance Study, Flood Insurance Rate Maps, and floodplain management regulations; providing for repeal of conflicting ordinances; providing for severability; providing penalties; and superseding Ordinance 2015-A413.

List Attached Documents: Ordinance 2023-A484, Redline Changes of Previous Ordinance 2015-A413, Letter from FEMA requesting the Town to Update the Town's Ordinance.

Estimated Presentation Time: 0 Minutes

Estimated Discussion Time: 0 Minutes

Reviews Completed by:

☒ Department Head: Jeff Low ☒ Town Attorney Comments: Ordinance Review Complete
Finance Review: ☐ Budgeted ☐ Unbudgeted ☒ N/A

Finance Director Comments/Fund:

Fiscal Impact: None

Budget Code: None

Amount Remaining: \$0

Comments:

Background Information:

The Federal Emergency Management Agency has notified the Town that new Flood Insurance Rate maps (FIRM) for the Town will become effective on February 8, 2024. Prior to approval of the new maps, the Town must adopt floodplain management regulations that meet the standards of 44 CFR Part 60.3(d) of the National Flood Insurance Program regulations prior to the effective date of the new FIRM. The Arizona Department of Water Resources State Floodplain Administrator has reviewed and approved the attached updated floodplain Ordinance.

Recommended Action (Motion): Move to approve Ordinance 2023-A484, an Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, pertaining to the National Flood Insurance Program, adopting by reference Flood Insurance Study, Flood Insurance Rate Maps, and floodplain management regulations; providing for repeal of conflicting ordinances; providing for severability; providing penalties; and superseding ordinance 2015-A413.

Instructions to the Clerk:



Town of Camp Verde, Arizona
Ordinance 2023-A484

**AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF
THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,
PERTAINING TO THE NATIONAL FLOOD INSURANCE PROGRAM,
ADOPTING BY REFERENCE FLOOD INSURANCE STUDY, FLOOD
INSURANCE RATE MAPS, AND FLOODPLAIN MANAGEMENT
REGULATIONS; PROVIDING FOR REPEAL OF CONFLICTING
ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING
PENALTIES; AND SUPERSEDING ORDINANCE 2015-A413**

The Town of Camp Verde, located in Yavapai County, has elected NOT to assume floodplain management responsibility as authorized in A.R.S. § 48-3610 and *shall be known as District Dependent*. The Town of Camp Verde shall appoint a Floodplain Administrator who will be responsible for (1) coordinating with Yavapai County Flood Control District staff regarding floodplain management and (2) verifying that the Community's participation in the National Flood Insurance Program (NFIP) is maintained and remains in good standing through adoption and enforcement of these Regulations.

The Community Floodplain Administrator shall also be, at a minimum, responsible for the following:

1. Obtain and maintain current Flood Insurance Studies (FIS) and Flood Insurance Rate Maps (FIRMs) applicable to their community;
2. Obtain and maintain copies of the most current "Yavapai County Flood Damage Prevention Ordinance" at the office of the Town of Camp Verde Clerk;
3. Obtain and maintain evidence of compliance for all structures within the Special Flood Hazard Areas (SFHAs); and
4. Repeal or modify all existing local ordinances that conflict with these Regulations.

WHEREAS, the Mayor and Council of the Town of Camp Verde, Yavapai County, Arizona joined the NFIP as a separate community on December 30, 1988, and under the NFIP, is the entity responsible for floodplain management within the Town of Camp Verde, and,

WHEREAS, the continued participation in the NFIP is in the best interest of the citizens of the Town of Camp Verde; and,

WHEREAS, the Federal Emergency Management Agency (FEMA) published a countywide FIS and FIRMs, "Flood Insurance Study for Yavapai County, Arizona and Incorporated Areas," dated August 24, 2021, and "Flood Insurance Rate Maps for Yavapai County, Arizona and Incorporated Areas," dated October 16, 2015, and each community that participates in the NFIP is required to adopt floodplain management regulations consistent with Federal and State criteria; and,

WHEREAS, A.R.S. § 48-3609 assigns powers and duties for floodplain management to the Flood Control District of Yavapai County and the Town of Camp Verde has elected NOT to assume those powers and duties as provided for in A.R.S. § 48-3610; and,

WHEREAS, the Flood Control District of Yavapai County has adopted Floodplain Regulations that meet the minimum requirements of the NFIP; and,

WHEREAS, those certain documents entitled "Flood Insurance Study for Yavapai County, Arizona and Incorporated Areas", dated August 24, 2021, and "Flood Insurance Rate Maps for Yavapai County, Arizona and Incorporated Areas", dated October 16, 2015, and "Flood Damage Prevention Ordinance", dated January 3, 2018, and all subsequent amendments and/or revisions are hereby designated as public records and at least three paper copies or one paper and one electronic copy shall remain on file with the Town Clerk in compliance with A.R.S. § 9-802.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of Town of Camp Verde, Arizona, as follows:

Section 1. The Town of Camp Verde elects NOT to assume the responsibility of floodplain management from the Flood Control District of Yavapai County as provided for in A.R.S. §§ 48- 3609; 3610. The Town of Camp Verde Utilities Director is designated as the NFIP Floodplain Administrator for the Town of Camp Verde, is responsible for coordinating with the Flood Control District of Yavapai County and will serve as the community point of contact on NFIP issues for County, State and Federal officials.

Section 2. Those public records entitled "Flood Insurance Study for Yavapai County, Arizona and Incorporated Communities" dated August 24, 2021 with accompanying FIRMs dated October 16, 2015 and all subsequent amendments and/or revisions, copies of which shall be kept on file in the office of the Town of Camp Verde Clerk, are hereby adopted by reference as the basis for establishing the SFHAs in the Town of Camp Verde. The SFHAs documented in the FIS and FIRMs are the minimum area of applicability of the floodplain management regulations and may be supplemented by studies for other areas as allowed in the regulations.

Section 3. That public record designated as the "Flood Damage Prevention Ordinance," dated January 3, 2018, and all subsequent amendments and/or revisions, copies of which shall be kept on file in the office of the Town of Camp Verde Clerk, is hereby adopted as the legal basis for implementing floodplain management in this community.

Section 4. Repeal of conflicting ordinances. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Section 5. Abrogation and Greater Restrictions. This Ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

Section 6. Providing for penalties. Any person found guilty of violating provisions of Flood Damage Prevention Ordinance dated January 3, 2018, as amended and revised, shall be guilty of a class one misdemeanor punishable by up to six months in jail and a twenty-five hundred dollar fine, or by both such fine and imprisonment. Each day that a violation continues shall be a separate offense punishable as hereinabove described.

PASSED, APPROVED AND ADOPTED by the Mayor and Common Council of the Town of Camp Verde this ____ day of _____, 2023.

Dee Jenkins, Mayor

ATTEST:

Cindy Pemberton, Town Clerk

APPROVED AS TO FORM:

Trish Stuhan, Town Attorney

Town of Camp Verde, Arizona
Ordinance ~~2015-A413~~2023-A484

AN ORDINANCE OF THE MAYOR AND ~~COMMON~~COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, PERTAINING TO THE NATIONAL FLOOD INSURANCE PROGRAM, ADOPTING BY REFERENCE FLOOD INSURANCE STUDY, FLOOD INSURANCE RATE MAPS, AND FLOODPLAIN MANAGEMENT REGULATIONS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; ~~AND PROVIDING PENALTIES~~ AND, SUPERSEDING 2015-A413 SUPERSEDING 2006-A355

The Town of Camp Verde, located in Yavapai County, has elected NOT to assume floodplain management responsibility as authorized in A.R.S. § 48-3610 and *shall be known as District Dependent*. The Town of Camp Verde shall appoint a Floodplain Administrator who will be responsible for (1) coordinating with County Flood Control District staff regarding floodplain management and (2) verifying that the Community's participation in the National Flood Insurance Program (NFIP) is maintained and remains in good standing through adoption and enforcement of these Regulations.

The Community Floodplain Administrator shall also be, at a minimum, responsible for the following:

1. Keep and maintain current Flood Insurance Studies (FIS) and Flood Insurance Rate Maps ~~(s)~~ applicable to their community;
2. ~~Obtain~~Keep and maintain copies of the most current "Yavapai County Flood Damage Prevention Ordinance" at the office of the Town of Camp Verde Clerk;
3. ~~Keep~~Obtain and maintain ~~elevation certificates (or acceptable records of lowest floor elevations)~~evidence of compliance for all structures within the Special Flood Hazard Areas; and
4. Repeal or modify all existing local ordinances that conflict with these Regulations.

WHEREAS, the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona joined the National Flood Insurance Program (NFIP) as a separate community on December 30, 1988, and under the NFIP, is the entity responsible for floodplain management within the Town of Camp Verde, and,

WHEREAS, the continued participation in the NFIP is in the best interest of the citizens of the Town of Camp Verde; and,

WHEREAS, the Federal Emergency Management Agency (FEMA) published a countywide ~~Flood Insurance Study (FIS)~~ and ~~Flood Insurance Rate Maps (FIRMs)~~, "Flood Insurance Study for Yavapai County, Arizona and Incorporated Areas" dated August 24, 2021 and "Flood Insurance Rate Maps for Yavapai County, Arizona and Incorporated Areas," dated ~~September 3~~October 15, 201~~5~~0, and each community that participates in the NFIP is required to adopt floodplain management regulations consistent with Federal and State criteria; and,

WHEREAS, A.R.S. § 48-3609 assigns powers and duties for floodplain management to the Flood Control District of Yavapai County and the Town of Camp Verde has elected NOT to assume those powers and duties as provided for in A.R.S. § 48-3610; and,

Formatted: Left

WHEREAS, the Flood Control District of Yavapai County has adopted Floodplain Regulations that meet the minimum requirements of the NFIP and,

WHEREAS, those certain documents entitled “Flood Insurance Study for Yavapai County, Arizona and Incorporated Areas” ~~dated August 24, 2021~~ and “Flood Insurance Rate Maps for Yavapai County, Arizona and Incorporated Areas,” dated ~~September 3, 2010~~ October 16, 2015” and “Flood Damage Prevention Ordinance”, dated ~~November 1, 2010~~ January 3, 2018, and all subsequent amendments and/or revisions are hereby designated as public records.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of Town of Camp Verde, Arizona, as follows:

Section 1. The Town of Camp Verde elects NOT to assume the responsibility of floodplain management from the Flood Control District of Yavapai County as provided for in A.R.S. §§ 48-3609; 3610. The Town of Camp Verde ~~Public Works~~ Utilities Director is designated as the NFIP Floodplain Administrator for the Town of Camp Verde, is responsible for coordinating with the Flood Control District of Yavapai County, and will serve as the community point of contact on NFIP issues for County, State and Federal officials.

Section 2. Those public records entitled “Flood Insurance Study for Yavapai County, Arizona and Incorporated Communities” dated ~~September 3, 2010~~ August 24, 2021 with accompanying FIRMs dated ~~September 3, 2010~~ October 16, 2015 and all subsequent amendments and/or revisions, copies of which shall be kept on file in the office of the Town of Camp Verde Clerk, are hereby adopted by reference as the basis for establishing the ~~Special Flood Hazard Areas~~ SFHAs in the Town of Camp Verde. The ~~Special Flood Hazard Areas~~ SFHAs documented in the FIS and FIRMs are the minimum area of applicability of the floodplain management regulations and may be supplemented by studies for other areas as allowed in the regulations.

Section 3. That public record designated as the “Flood Damage Prevention Ordinance,” dated ~~November 1, 2010~~ January 3, 2018, and all subsequent amendments and/or revisions, copies of which shall be kept on file in the office of the Town of Camp Verde Clerk, is hereby adopted as the legal basis for implementing floodplain management in this community.

Section 4. Repeal of conflicting ordinances. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Section 5. ~~Severability. If any portion of this ordinance is determined by a court of competent jurisdiction to be invalid, all remaining portions of this ordinance shall remain in full force and effect.~~ Abrogation and Greater Restrictions. This Ordinance is not intended to repeal, abrogate, or impair any existing easements, covenant, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

Section 6. Providing for penalties. Any person found guilty of violating provisions of Flood Damage Prevention Ordinance dated ~~November 1, 2010~~ January 3, 2018, as amended and revised, shall be guilty of a misdemeanor. Each day that a violation continues shall be a separate offense punishable as hereinabove described.

PASSED, ADOPTED AND APPROVED by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, this ~~4th~~ 1st day of November 2023~~15~~.

ATTESTED:

s/s Virginia Jones
Town of Camp Verde Clerk

APPROVED:

s/s Charles German
Mayor

APPROVED AS TO FORM:

s/s William Sims
William Sims,
Town of Camp Verde Attorney

Publish: Bugle November 11 and 18th

Posted by: s/s Virginia Jones

Date/Time 11-5-2015 2:30 p.m.



Federal Emergency Management Agency

Washington, D.C. 20472

RECEIVED

AUG 18 2023

August 8, 2023

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:
19P

The Honorable Dee Jenkins
Mayor, Town of Camp Verde
473 South Main Street, Suite 102
Camp Verde, AZ 86322

Community Name: Town of Camp Verde,
Yavapai County,
Arizona
Community No.: 040131
Map Panels Affected: See FIRM Index

Dear Mayor Jenkins:

This is to notify you of the final flood hazard determination for Yavapai County, Arizona and Incorporated Areas, in compliance with Title 44, Chapter I, Part 67, Section 67.11, Code of Federal Regulations (CFR). This section requires that notice of final flood hazards shall be sent to the Chief Executive Officer of the community, all individual appellants, and the State Coordinating Agency, and shall be published in the *Federal Register*.

The statutory 90-day appeal period that was initiated for your community when the Department of Homeland Security's Federal Emergency Management Agency (FEMA) published a notice of proposed flood hazard determinations for your community in the local newspaper has elapsed. FEMA did not receive any appeals of the proposed flood hazard determinations or submittals regarding the Preliminary Flood Insurance Study (FIS) report and Flood Insurance Rate Map (FIRM) during that time.

Accordingly, the flood hazard determinations for your community are considered final. The final notice for flood hazard determinations will be published in the *Federal Register* as soon as possible. The FIS report and FIRM for your community will become effective on February 8, 2024. Before the effective date, we will send your community final printed copies of the FIS report and FIRM. For insurance rating purposes, the community number and new suffix code for the panels being revised are indicated on the FIRM and must be used for all new policies and renewals.

Because the FIS report for your community has been completed, certain additional requirements must be met under Section 1361 of the National Flood Insurance Act of 1968, as amended, within 6 months from the date of this letter.

It must be emphasized that all the standards specified in 44 CFR Part 60.3(d) of the National Flood Insurance Program (NFIP) regulations must be enacted in a legally enforceable document. This includes adoption of the current effective FIS report and FIRM to which the regulations apply, and other modifications made by this map revision. Some of the standards should already

have been enacted by your community in order to establish initial eligibility in the NFIP. Your community can meet any additional requirements by taking one of the following actions in this Paragraph of the NFIP regulations:

1. Amending existing regulations to incorporate any additional requirements of 44 CFR Part 60.3(d);
2. Adopting all the standards of 44 CFR Part 60.3(d) into one new, comprehensive set of regulations; or
3. Showing evidence that regulations have previously been adopted that meet or exceed the minimum requirements of 44 CFR Part 60.3(d).

Also, prior to the effective date, your community is required, as a condition of continued eligibility in the NFIP, to adopt or show evidence of adoption of the floodplain management regulations that meet the standards of 44 CFR Part 60.3(d) of the NFIP regulations by the effective date of the FIRM. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

Many states and communities have adopted building codes based on the International Codes (I-Codes); the model I-Codes (2009 and more recent editions) contain flood provisions that either meet or exceed the minimum requirements of the NFIP for buildings and structures. The model codes also contain provisions, currently found in an appendix to the International Building Code, that apply to other types of development and NFIP requirements. In these cases, communities should request review by the NFIP State Coordinator to ensure that local floodplain management regulations are coordinated (not duplicative or inconsistent) with the State or Local building code. FEMA's resource, *Reducing Flood Losses through the International Code: Coordinating Building Codes and Floodplain Management Regulations, 5th Edition (2019)*, provides some guidance on this subject and is available at <https://www.fema.gov/emergency-managers/risk-management/building-science/building-codes/flood>.

Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) as amended, and 44 CFR Part 59.24.

To assist your community in maintaining the FIRM, we reviewed our records to determine if any previous Letters of Map Change (LOMCs) (i.e., Letters of Map Amendment, Letters of Map Revision) will be superseded when the revised FIRM becomes effective. According to our records, no LOMCs were issued previously on revised panels.

Once the FIS report and FIRM are printed and distributed, the digital files containing the flood hazard data for the entire county can be provided for use in a computer mapping system. These files can be used in conjunction with other thematic data for floodplain management purposes, insurance requirements, and many other planning applications. Copies of the digital files of the

FIRM panels may be obtained by calling our FEMA Mapping and Insurance eXchange (FMIX), toll free, at (877) 336-2627 (877-FEMA MAP) or by visiting the Map Service Center at <https://www.msc.fema.gov>. In addition, your community may be eligible for additional credits under our Community Rating System if you implement your activities using digital mapping files.

For assistance with your floodplain management ordinance or enacting the floodplain management regulations, please contact Brian Cosson, NFIP State Coordinator for Arizona by telephone at (602) 771-8657. If you should require any additional information, we suggest that you contact the Director, Mitigation Division of FEMA, Region 9 at (510) 627-7100 for assistance. If you have any questions concerning mapping issues in general, please call our FMIX at the telephone number shown above. Additional information and resources you may find helpful regarding the NFIP and floodplain management can be found on our website at <https://www.fema.gov/flood-maps>. Copies of these documents may also be obtained by calling our FMIX.

Sincerely,



Luis Rodriguez, P.E., Director
Engineering and Modeling Division
Federal Insurance and Mitigation Administration

cc: Community Map Repository

John Knight, Community Development Director/Floodplain Administrator, Town of Camp Verde
Brian Cosson, State NFIP Coordinator, Arizona Department of Water Resources



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: November 1, 2023

☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested
☐ Presentation Only ☐ Action/Presentation ☐ Special Session

Requesting Department: Utilities and Finance Departments

Staff Resource/Contact Person: Jeff Low and Michael Showers

Agenda Title (be exact): Discussion, Consideration, and Possible Approval of Resolution 2023-1122, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting fees for Town Water and Wastewater Services for fiscal years 2023-2024, 2024-2025, 2025-2026, 2026-2027, and 2027-2028; and superseding Resolution 2018-1001.

List Attached Documents: Resolution 2023-1122; Table ES-12; and Table ES-9;

Estimated Presentation Time: 20 Minutes

Estimated Discussion Time: 15 Minutes

Reviews Completed by:

☒ Department Head: Jeff Low and Michael Showers
Review Completed

☒ Town Attorney Comments: Resolution

Finance Review: ☐ Budgeted ☐ Unbudgeted ☒ N/A

Finance Director Comments/Fund:

Fiscal Impact: None

Budget Code: None

Amount Remaining: \$0

Comments:

Background Information:

The Utilities Department hired Dan Jackson, Econimist.com to complete 2023 Water And Wastewater Rate Study and Long-Term Financial Plan for the Town's Water and Wastewater Services. Presentations regarding the new study were made to Town Council on 05-25-2023 and 08-16-2023. A Notice of Intent for Proposed Water and Wastewater Rates, Fees, or Service Charges were issued and posted on the Town Website on August 23-2023. A newspaper ad was published in the Verde Independent/Camp Verde Bugle on Sunday, October 8th and a press release was sent to Paige Daniels at the Verde Independent on Tuesday, October 17th. A notice of intent for the proposed utilities rate increase has been posted on the Town website and on social media. A presentation was made to the View's Homeowner Association, meetings were held with serval citizens and a public open house was completed on October 26th from 4 to 6 PM at the Business Resource & Innovation Center at 385 S. Main Street. Town staff gathered public input regarding the rate increases and educated citizens on why the rate increases are needed.

Dan Jackson will present a PowerPoint Presentation to go over the study, which will be followed by public comment and council discussions.

Recommended Action (Motion): Move to approve Resolution 2023-1122, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting fees for the Town Water and Wastewater Services for Fiscal Years 2023-2024, 2024-2025, 2025-2026, 2026-2027, and 2027-2028; and superseding resolution 2018-1001.

Instructions to the Clerk:

Proposed Water Rate Plan – Scenario II – Conservation

A second potential rate design proposed for the Town's water utility involves the development of a conservation-based rate. Under this rate plan, the Town would create two new inverted block volume tiers, for a total of 4 tiers. The purpose would be to further encourage conservation while to the best extent possible limit the impact of rate adjustments on low volume ratepayers. Under this scenario, wastewater rate adjustments are the same as those presented in Scenario I.

Table ES-12 summarizes the water and wastewater rate recommendations for the five-year period 2024 – 2028 under the Conservation Scenario.

Table ES-12

TOWN OF CAMP VERDE

1

Water and Wastewater Rates

Scenario: 2023 08 02 -- Scenario II -- Conservation

		Current	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27	Effective Jan-28
Water Rates -- Conservation							
Monthly Minimum Charge							
5/8" & 3/4"	\$	23.75	\$ 27.55	\$ 31.95	\$ 34.85	\$ 35.90	\$ 37.00
1"		50.00	58.00	67.30	73.35	75.55	77.80
2"		175.00	203.00	235.50	256.70	264.40	272.35
3"		185.00	214.60	248.95	271.35	279.50	287.90
4"		225.00	261.00	302.75	330.00	339.90	350.10
6"		350.00	406.00	470.95	513.35	528.75	544.60
8"		600.00	696.00	807.35	880.00	906.40	933.60
Volume Rate Per 1,000 Gal							
1 5,000		3.35	3.35	3.90	4.25	4.40	4.55
5,001 10,000		3.35	4.00	4.65	5.05	5.20	5.35
10,001 50,000		3.35	5.50	6.40	7.00	7.20	7.40
50,001 Above		5.70	7.00	8.10	8.85	9.10	9.35
Wastewater Rates							
Rate per Fixture Unit							
Residential	\$	2.90	\$ 3.45	\$ 4.10	\$ 4.75	\$ 4.85	\$ 4.95
Non-Residential		4.51	5.35	6.35	7.35	7.50	7.65
Residential Wastewater Rates are to have a maximum fee of \$85 per month.							

Table ES-11 calculates the average impact on monthly wastewater bills of the proposed rate design at various fixture levels. This rate design assumes that the Town stays with the same method they are currently charging for wastewater service. The results of the analysis are included in **Appendix A**.

Table ES-9

TOWN OF CAMP VERDE

1

Water and Wastewater Rates

Scenario: 2023 08 02 -- Scenario I -- Status Quo

		Current	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27	Effective Jan-28
Water Rates							
Monthly Minimum Charge							
5/8" & 3/4"	\$	23.75	\$ 27.55	\$ 31.95	\$ 34.85	\$ 35.90	\$ 37.00
1"		50.00	58.00	67.30	73.35	75.55	77.80
2"		175.00	203.00	235.50	256.70	264.40	272.35
3"		185.00	214.60	248.95	271.35	279.50	287.90
4"		225.00	261.00	302.75	330.00	339.90	350.10
6"		350.00	406.00	470.95	513.35	528.75	544.60
8"		600.00	696.00	807.35	880.00	906.40	933.60
Volume Rate Per 1,000 Gal -- Status Quo							
1 50,000		3.35	3.90	4.50	4.90	5.05	5.20
50,001 Above		5.70	6.60	7.65	8.35	8.60	8.85
Wastewater Rates							
Rates Per Fixture Unit							
Residential	\$	2.90	\$ 3.45	\$ 4.10	\$ 4.75	\$ 4.85	\$ 4.95
Non-Residential		4.51	5.35	6.35	7.35	7.50	7.65
Residential Wastewater Rates are to have a maximum fee of \$85 per month.							

[Page intentionally left blank]



Agenda Item Submission Form – Section I

Meeting Date: Town Council, Wednesday November 1, 2023, at 6:30 PM

- ☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested
☐ Presentation Only ☐ Action/Presentation ☐ Work Session

Requesting Department: Community Development

Staff Resource/Contact Person: Cory Mulcaire, Planner

Agenda Title (be exact): Discussion, consideration and possible adoption of Resolution 2023-1121, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving Use Permit 20230456, a Use Permit application for Recreational Investment Group LLP for an RV Park for property generally located at the Northwest corner of Highway 260 and Dickinson Circle (APN 403-23-151D).

List Attached Documents:

Resolution 2023-1121

- A. Letter of Intent
- B. Site Plan
- C. Affidavit of Neighborhood Meeting
- D. Excerpt of Minutes from Planning and Zoning Commission on 9/28/2023
- E. Relevant Zoning Ordinance Sections
 - 1) Use District
 - 2) Zoning Decisions
 - 3) RV Park Requirements
- F. Relevant 2016 General Plan Sections
- G. Other Use Permits for RV Parks

Estimated Presentation Time: 10 minutes.

Estimated Discussion Time: 10 minutes.

Reviews and comments Completed by:

☒ Town Manager: Ted Soltis ☒ Department Head: John Knight

☒ Town Attorney Comments: _____

☐ Risk Management: _____

☐ Finance Department
Fiscal Impact:
Budget Code: _____ Amount Remaining: _____
Comments: _____

Executive Summary:

Dari Mahboubi, on behalf of Recreational Investment Group LLP, has applied for a Use Permit to develop a 133 space RV Park on APN 403-23-151D, a 15.96 acre parcel. The applicant is planning an RV park where all of the sites will have water, sewer, and electrical hook-ups. The park will include a 1,900 square foot office, a 4,000 square foot clubhouse with laundry and shower facilities, an outdoor kitchen, pickleball court, spa, and dog park. Additionally, more than 45%, or 331,010 SF of the entire development, will be landscaped with locally appropriate landscaping.

Planning and Zoning Commission Recommendation (Attachment D):

The Planning and Zoning Commission held a public hearing on September 28, 2023, for Use Permit 20230456. No citizens attended or spoke at the public hearing.

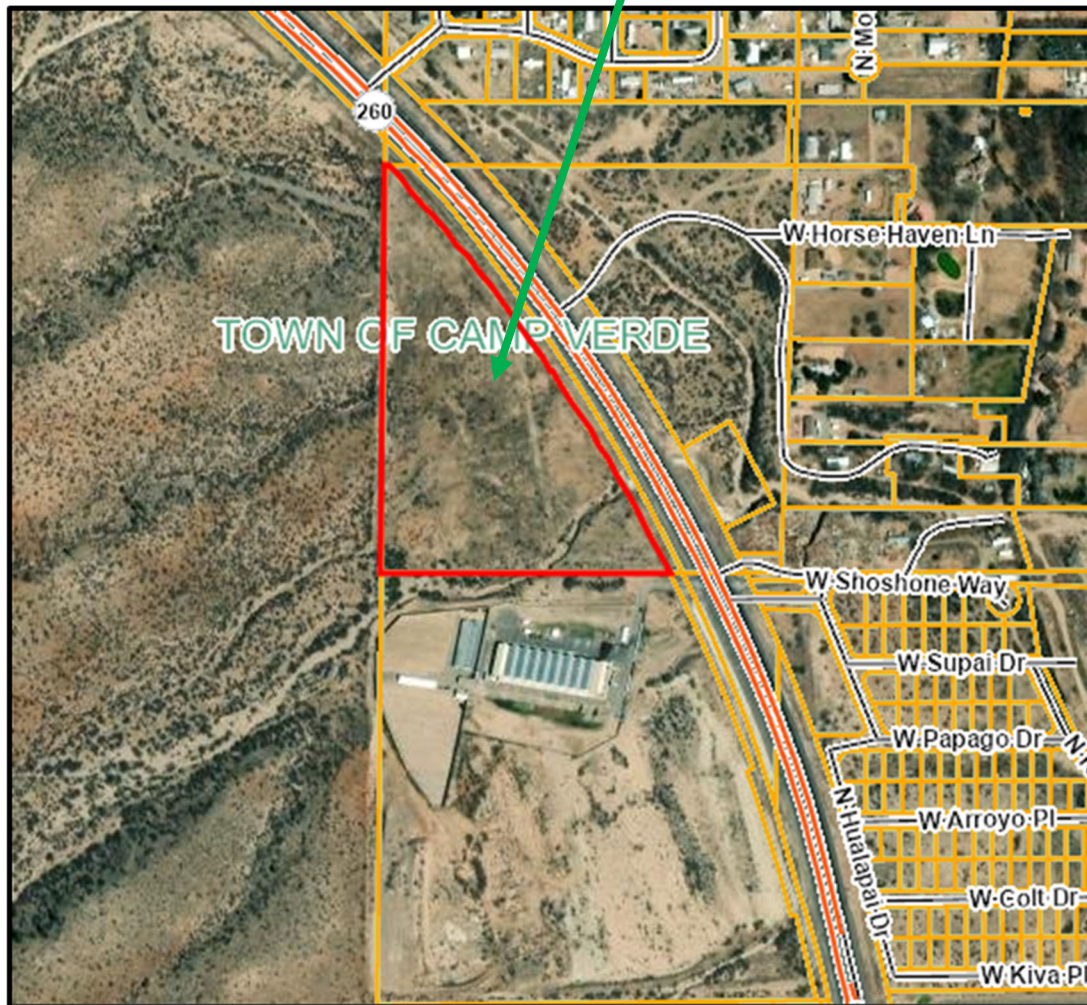
The Planning and Zoning Commission voted 4-3 to recommend approval of Use Permit 20230456.

Property Information:

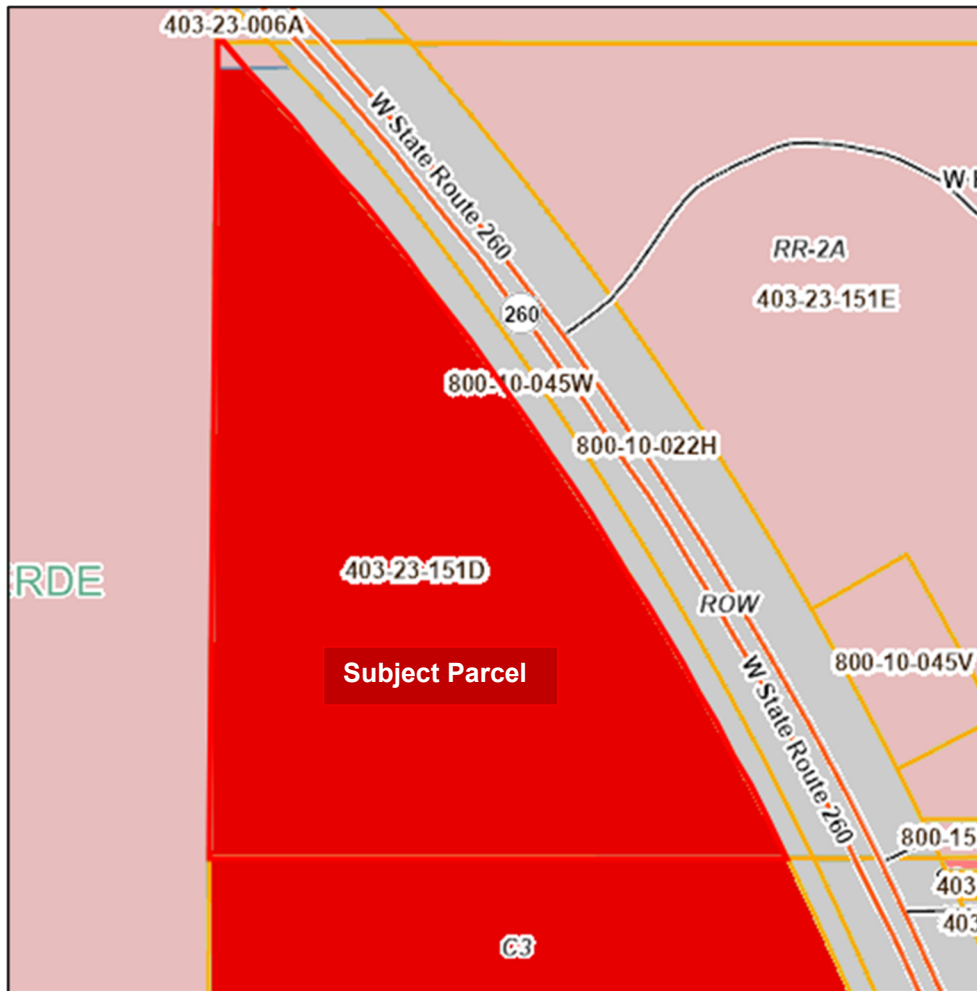
File No.	20230456
Location	Northwest Corner of Highway 260 and Dickinson Circle
Parcel	403-23-151D
Owner	Verde Valley Holding Company LLC
Applicant	Recreational Investment Group LLP
Site Size	15.96 acres
Zoning Designation	C3 (Commercial: heavy commercial)
Current Land Use	Vacant
Surrounding Properties	North: ADOT South: C3; Marijuana Harvesting East: ADOT West: Prescott National Forest

SUBJECT PARCEL

403-23-151D



Zoning Map:



Background Information:

The subject property is approximately 15.96 acres, generally located on the northwest corner of Highway 260 and Dickinson Circle. The property is zoned C3 (Commercial: Heavy Commercial).

In August of 2023 an application was submitted by Darius Mahboubi, on behalf of Verde Valley Holding Company, LLC and Recreational Investment Group LLP. The application is for a Use Permit to develop and operate a 133 space RV Park on parcel 403-23-151D.

According to the applicants: *"Our goal is to create a modern and attractive destination that caters to the needs of RV enthusiasts, providing them with an exceptional experience during their stay in Camp Verde."*

Zoning Ordinance: There are three (3) sections within the Planning and Zoning Ordinance that are applicable to this permit:

- a) Section 203.H – C3 (Permitted Uses) (pg. 51-54)
- b) Section 306 – Mobile/Manufactured Home Parks (MHP & RV Parks) (pg. 89-93)
- c) Section 601 – Zoning Decisions (pg. 175-178)

These sections are detailed below.

Staff responses will be written in maroon below.

1. Section 203.H.3.c. – C3 District (Attachment E.1)

2. *Uses and Structures Subject to Use Permit*

c. Mobile/Manufacture home and recreational vehicle parks are subject to the requirements of Section 306.

Staff Response: Through approval of a Use Permit, this 133 site RV Park would be allowed to develop and operate on parcel 403-23-151D. Note that a RV Park is a conditionally permitted use in a R1, R2, RR, RS, C1, C2 and C3 District with approval of a Use Permit. RV Parks are not allowed with or without a Use Permit in R1L, PM, M1, or M2.

2. Section 306 – Mobile/Manufactured Home Parks (MHP & RV Parks) (Attachment E.2)

A. Mobile/Manufactured Home and Recreational Vehicle Parks Procedure:

2. Use Permit Required for Constructing and Enlarging Park

a. The Use Permit process is required to construct or enlarge a mobile/manufactured home park or RV park by obtaining a recommendation from the Planning and Zoning Commission and approval from the Town Council. Notwithstanding the foregoing, in event of a Planned Area Development (PAD) District is established per Section 203, this use may be included in any Development Plan thereunder and approved without being subject to a Use Permit application and hearing procedure set forth in Section 601.

b. Before a Use Permit May be issued:

- 1) There must be a plan for park development or enlargement approved by the Town Council.
- 2) The Town Council may require a performance bond from the operator of the park to assure that the park is constructed in a satisfactory manner.
- 3) The Town Council may require any other improvements and facilities in the interest of public safety, health and welfare, before approving the mobile/manufacture home park or RV park.
- 4) The Town Council may accept the proposed plan with recommended changes or reject the plan.
- 5) Utility service shall not be provided to any unit or other building until approved by the Building Official.

B. Mobile/Manufactured Home and Recreational Vehicle Park Standards:

The following regulations shall apply with respect to mobile/manufactured home parks and all mobile or manufactured homes in a park:

1. Mobile/manufactured home and Recreational Vehicle parks shall be developed in accordance with the following:

a. Mobile/manufactured home and Recreational Vehicle parks shall provide for individual mobile/manufactured home and recreational vehicle spaces, access driveways, parking, and open spaces for recreation.

Staff Response: The proposed RV park meets all of the above criteria.

- b. Installation permits shall be issued only to those units that qualify under the current codes as a:
 - 1) Manufactured Home. HUD label, Arizona Department of Housing, (ADOH) Office of Manufactured Housing.
 - 2) Factory built building used as a dwelling unit.
 - 3) Mobile Home. (Pre June 15, 1976 must have rehabilitation certification issued from the Office of Manufactured Housing. (Ord 2015 A409).

Staff Response: This section is not applicable to RV Parks.

- 2. A current valid permit is required before installation or placement of an approved unit on a lot, subject to the following:
 - a. Permanent piers, blocks, or foundations are required.
 - b. Connections to utilities must be made.
 - c. The exterior elements shall be installed in accordance with the current codes and maintained in good condition.
 - 1) For the purpose of this section, skirting and retaining walls shall have an eighteen – inch by twenty-four – inch (18" x 24") under floor access.
 - 2) Skirting shall be installed around the entire perimeter of the unit, prior to issuance of a Certificate of Occupancy.

Staff Response: This section is not applicable to RV Parks.

- 3. A minimum of two vehicular entrances shall be provided from the mobile/manufactured home and recreational vehicle park. One entrance may be kept closed to the general public if provision is made for emergency access.

Staff Response: The proposed plans for this RV park shows the required 2-entrances. The applicant understands they will need to seek approval from ADOT for approval for the intended development of a Right In/Right Out entry-exit off of east bound Highway 260.

- 4. All utility lines, cable TV, and electrical transmission lines shall be placed underground. Each mobile/manufactured home space shall be provided with water, sanitary facilities, electric lines, and telephone lines. Fire hydrants installed by the developer in compliance with applicable Town Ordinances.

Staff Response: All utilities will be required to be placed underground and all will be verified in the Development Standards Review Process.

- 5. Refuse collection areas shall be centrally located and screened from public view.

Staff Response: Although there are no refuse collection areas called out on the site plan, staff will confirm this in the Development Standards Review process.

- 6. Street lighting shall be provided along the park streets for the safety of pedestrians.

Staff Response: This will be reviewed and confirmed in the Development Standards Review process.

7. A strip of land at least twenty feet in width shall be maintained as landscaped area abutting all mobile/manufactured home and recreational vehicle park property lines.

Staff Response: The proposed plans for this RV Park far exceed this landscape requirement as approximately 45% or seven (7) of the 16.95 acres are planned to be landscaped. Staff will confirm these plans as part of the Development Standards Review process.

The landscaping plan was a discussion point during the public hearing with the Planning and Zoning Commission. The applicant has stated they are desirous to landscape with vegetation recommended by the Town's Plant Palette. Additionally, when questioned by Vice Chairman Scantlebury, the applicant indicated they were very interested in alternative irrigation systems which would include water catchments and other recommended conservation measures.

8. Mobile/Manufactured Homes: Installation and Maintenance Standards
 - a. Mobile/Manufactured homes shall be installed in compliance with the standards prescribed by the Office of Manufactured Housing, for ground level installation; installation of a fully skirted mobile/manufactured home: or installation of a fully enclosed, permanent site-built foundation.
 - b. No mobile home (see Section 103 Definitions MOBILE HOME) may be moved into the Town of Camp Verde unless it has been completely rehabilitated pursuant to the requirements of the Office of Manufactured Housing. Upon completion of all rehabilitation work the owner must obtain a certificate of rehabilitation issued by the Office of Manufactured Housing certifying that the mobile/manufactured home was found to comply fully with mobile home rehabilitation standards prescribed by the Office of Manufactured Housing. The certificate and insignia must then be submitted to the Town of Camp Verde for approval prior to issuance of an installation permit.
 - c. Mobile/manufactured homes existing within the Town limits to be moved from a private property or from one mobile/manufactured home park to another mobile/manufactured home park must be completely rehabilitated pursuant to a rehabilitation permit issued by the Office of Manufactured Housing. Upon completion of all work the owner must obtain a certificate of rehabilitation issued by the Office of Manufactured Housing certifying that the mobile home was inspected on (date) by (qualified inspector named) and found to comply fully with mobile home rehabilitation standards prescribed by the Office of Manufactured Housing. (2015 A409)
 - d. Mobile/manufactured homes shall be used as dwelling units only.
 - 1) No mobile/manufactured home or park model shall be placed on a property for use as an accessory structure or storage unit, nor shall be stored on property unless zoned for such use.
 - 2) Permits shall be required for the installation, alteration, or repair of accessory structures, additions, and service equipment in a mobile/manufactured home or recreational vehicle park.
 - 3) Residential uses in manufactured homes and mobile homes and long term stays in RV Parks, which do not include an enclosed garage, shall provide enclosed storage, attached or detached, of a minimum area of one hundred (100) square feet as an accessory use to such dwellings.
 - 4) If the Town Building Official finds that the work described in the permit application conforms with the Town's codes and that the fees have been paid, a permit shall be issued to the applicant.
 - e. All existing new mobile/manufactured units, and all parts thereof shall be maintained in a safe and sanitary condition.
 - 1) All devices or safeguards (including but not limited to smoke alarms and skirting) which are required by applicable codes or by the manufactured

home standards to which it was installed shall be maintained in a safe and sanitary condition.

- 2) The exterior elements (including, but not limited to eaves, awnings, stairs, porches, skirting, and heating and cooling units) of the unit shall be painted and maintained in good condition.

Staff Response: This portion does not apply to RV parks.

- f. Community Use Area shall be at least ten percent of the total area. Such land may include all land devoted to recreation and service facilities, landscaping not included in individual mobile/manufactured home spaces, and accessory parking areas. Such land shall not include recreational vehicle storage areas, private streets, boundary landscaping areas and refuse areas.
 - 1) Mobile/manufactured home parks shall provide at least ten percent of their total area for recreation or other open space purposes.
 - 2) Recreational vehicle storage areas:
 - i. If provided, shall be at the minimum ratio of 50 square feet of land for each mobile/manufactured home space and shall be a dust-free surface with crushed rock or similar material.
 - ii. If no recreational vehicle storage is provided, recreational vehicles shall not be stored at mobile/manufactured home spaces.

Staff Response: The proposed plans for this RV Park exceed this requirement with plans for a 4,000 square foot clubhouse with laundry and shower facilities, an outdoor kitchen, pickleball court, spa, and dog park. Additionally, no recreational vehicle storage will be a part of this development.

- g. Parking Requirements:
 - 1) A minimum of two off-street parking spaces shall be provided for each mobile/manufactured home. The spaces and the drive shall be dust-proofed and surfaced with crushed rock or similar material.
 - 2) Guest automobile parking shall be provided at a minimum ratio of one and one-half parking spaces for each five mobile/manufactured home spaces (See Section 404).

Staff Response: This section does not apply to RV parks.

9. Certificate of Compliance and Business Licenses:
 - a. No certificate of compliance or business license for the park shall be issued unless and until thirty percent of the mobile/manufactured home spaces planned in any park, or ten such mobile/manufactured home spaces, whichever is greater, shall have been completely prepared, constructed and equipped for use in all respects.
 - b. NO certificate of compliance or business license for the park shall be issued unless and until all required improvements have been completely prepared, constructed and equipped for use in all respects.

Staff Response: This applies to all businesses and the RV park will be required to maintain a business license.

C. Additional Recreational Vehicle Park Standards:

In addition to the requirements of Section 306.B, the following regulations shall apply to all Recreational Vehicle Parks:

1. Recreational vehicle parks shall provide for individual recreational vehicle spaces, access driveways and parking.
2. A strip of land at least twenty feet in width shall be maintained as a landscaped area abutting all recreational vehicle park property lines.
3. No certificate of compliance or business license for the park shall be issued unless and until all required improvements have been completely prepared, constructed and equipped for use in all respects.

Staff Response: Although a majority of the above standards seem to apply to mobile/manufactured home parks, they are inclusive of RV parks as well. This site plan submitted by the applicant meets or exceeds the Town standards for an RV park. (Attachment B)

3. Section 601 – Zoning Decisions, specifically 601.C provides guidance on the application and approval process for all Use Permits (see Attachment E.3).

Use Permits are provided to ensure the orderly use of land in conformance with the General Plan and applicable Town standards where uses are proposed that may require special limitations or conditions to provide compatibility with other uses. The application for Use Permit approval is applicable to those uses that are specifically listed as “Uses and Structures Subject to Use Permit” in each Zoning District Part Two Section 203.

A. Review and approval.

- a. Use Permits will be granted only upon finding by the Council that the use covered by the permit, the manner of its conduct, and any structure which is involved, will not be detrimental to persons residing or working in the vicinity, to adjacent property, to the neighborhood, or to the public welfare in general, and that the use will be in conformity with any conditions, requirements, or standards prescribed by Town Code or Council.
- b. Use Permits may contain specific limitations on the scope, nature, and duration of the use, as deemed proper in accordance with the following criteria:
 - i. Any significant increase in vehicular or pedestrian traffic.
 - ii. Nuisance arising from the emission of odor, dust, gas, noise, vibration, smoke, heat, or glare at a level exceeding that of ambient conditions.
 - iii. Contribution to the deterioration of the neighborhood or to the downgrading of property values, which conflicts with the goals, objectives or policies of the General Plan.
 - iv. Compatibility with existing surrounding structures and uses; and
 - v. Adequate control of disruptive behavior both inside or outside the premises, which may create a nuisance to the surrounding area or the general public.
- c. The burden of proof for satisfying the above requirements shall rest with the applicant. A refusal of a Use Permit shall not be interpreted as the denial of right, conditional or otherwise.
- d. Where an application involves definite development scheme, the applicant must submit a layout and landscape plan, building elevations and other pertinent data as may be requested, and the Council may condition the Use Permit to fully carry out the provisions and intent of the Zoning Ordinance.
- e. The Use Permit is valid and operable only for the specific use as granted and subject to any specified time limit. No use may be modified, changed, altered or increased in intensity, in any manner that conflicts with the Use Permit and/or required conditions of approval, without approval of a new Use Permit.

Within 30 days of any change, permittee shall notify the Community Development Department of any changes.

Staff Response: The applicant has satisfied all the requirements for a Use Permit.

General Plan: 2016 General Plan. 260 West Character Area (Attachment F). (pg. 33 – 40)

Businesses:

General Industrial

Processing Plants

Retail Sales

Storage Facilities

Public Facilities

Staff Response: Although not specifically listed in the General Plan for the 260 West Character Area businesses, an RV park is compatible with the uses in this area. In fact, there are already some existing RV parks in this Character Area.

Existing Use Permits: (Attachment G)

Distant Drums RV Park located on parcel 404-17-032H which is zoned C2-1.

Zane Grey RV Park is located on parcel 404-13-006B which is zoned RR-2A.

Verde River RV Resort located on parcel 403-19-205 which is zoned RR-2A.

The following have been completed by staff or the applicant.

- A neighborhood meeting was held by the applicants on September 7, 2023
- The Town mailed a letter providing notice of this public hearing and proposed Use Permit to all parcels within 300' of this parcel on September 12, 2023.
- A public hearing notice was posted at the property on August 12, 2023.
- A meeting agenda was posted at Town Hall and Bashas' on September 21, 2023.
- The Planning and Zoning Commission recommended approval of the Use Permit on September 28, 2023.

Recommended Action (Motion): Motion to adopt Resolution 2023-1121, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving Use Permit 20230456, a Use Permit application for Recreational Investment Group LLP for an RV Park for property generally located at the Northwest corner of Highway 260 and Dickinson Circle (APN 403-23-151D).



RESOLUTION NO. 2023-1121

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, APPROVING USE PERMIT 20230456, A USE PERMIT APPLICATION FOR RECREATIONAL INVESTMENT GROUP LLP FOR AN RV PARK FOR PROPERTY GENERALLY LOCATED AT THE NORTHWEST CORNER OF HIGHWAY 260 AND DICKINSON CIRCLE (APN 403-23-151D).

WHEREAS, the Planning & Zoning Ordinance and Subdivision Regulations, provide criteria under Section 601.C, Zoning Decisions, Use Permit Approvals, for the orderly use of the land in conformity with the General Plan and Town standards; and

WHEREAS, a request for approval of Use Permit 20230456 was filed by Darius Mahboubi, on behalf of Recreational Investment Group LLP, agent of parcel 403-23-151D; and

WHEREAS, the purpose of the Use Permit is to allow applicants and property owners in the C3 District to develop and operate Recreational Vehicle Parks; and

WHEREAS, a neighborhood meeting was held by the applicant on September 7, 2023, that was advertised and posted according to state law; and

WHEREAS, a public hearing before the Planning and Zoning Commission was advertised and noticed according to state law; including a 300-foot notice mailed to property owners on September 12, 2023; a public hearing notice posted in the Camp Verde Bugle on September 10 and 13, 2023; and posting of the site on September 12, 2023; and

WHEREAS, a public hearing was held by the Planning and Zoning Commission in a Regular Session on September 28, 2023 and the Planning and Zoning Commission approved a motion to recommend approval to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of a RV Park Use Permit, for Recreational Investment Group LLP for property generally located at the Northwest Corner of Highway 260 and Dickinson Circle (APN 403-23-151D).

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

- A. The Council finds that the use covered by the Use Permit, the manner of its conduct, and any structure which is involved, will not be detrimental to persons residing or working in vicinity to adjacent property, to the neighborhood, or to the public welfare in general, and that the use will be in conformity with any conditions, requirements, or standards prescribed by the Town Code or Council.
- B. The Council finds that the Use Permit is valid and operable for an indefinite period of time, and that no use may be modified, changed, altered or increased in intensity, in any

manner that conflicts with the Use Permit and/or required conditions of approval, without approval of a new Use Permit.

- C. The proposed Use Permit is in conformity with the Town of Camp Verde General Plan and Planning and Zoning Ordinance and is hereby approved for an indefinite period of time and in accordance with the letter of intent shown in Exhibit A and site plan shown in Exhibit B and legal description shown in Exhibit C.

PASSED AND APPROVED BY A MAJORITY OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, ON THIS 1st DAY OF NOVEMBER 2023.

Dee Jenkins, Mayor

Attest:

Approved as to form:

Cindy Pemberton, Town Clerk

Trish Stuhan-Town Attorney

ATTACHMENT A



City of Camp Verde
Development Department
473 S Main St
Camp Verde, AZ 86322

To Whom It May Concern:

I am writing to inform the you of our intention to develop a 131-pad RV park within the city limits. The site is located at the Northwest corner of Highway 260 and Dickison Circle, parcel number 403-23-151D.

The proposed RV park will consist of 131 fully equipped RV pads including water, sewer, and electrical hook-ups, suitable for accommodating various types of recreational vehicles, primarily for transient travel and short-term rental. The park will be developed on a 15.96-acre parcel. Our goal is to create a modern and attractive destination that caters to the needs of RV enthusiasts, providing them with an exceptional experience during their stay in Camp Verde.

In addition to the RV pads, the site would also include a 1,900 square foot office that will remain open seven days a week between the hours of 9AM and 6PM. The project will also contain a 4,000 square foot club house that includes laundry and shower facilities, outdoor kitchen, pickleball court and spa. The project, named "Bluff View RV Ranch", is expected to require five employees including one full time manager and two part time office employees along with a grounds keeper and maintenance employee.

Sincerely,

Dari Mahboubi

Recreational Investment Group LLP



SITE MAP

RV PARKING PROJECT ZONING: COMMERCIAL INDUSTRIAL	
LOT SIZE:	15.96 AC. (695,217.6 sq ft)
RV PARKING PINK: (40' x 70')	11 SPACES (30,800 SQ FT)
RV PARKING RED: (40' x 60')	7 SPACES (16,800 SQ FT)
RV PARKING ORANGE: (40' x 50')	15 SPACES (30,000 SQ FT)
RV PARKING BROWN: (30' x 60')	16 SPACES (28,800 SQ FT)
RV PARKING YELLOW: (35' x 45')	28 SPACES (44,100 SQ FT)
RV PARKING PURPLE: (30' x 50')	56 SPACES (84,000 SQ FT)
TOTAL RV PARKING:	133 SPACES (234,500 SQ FT)
GUEST PARKING:	20 SPACES
PICKLEBALL COURT:	1 COURT
COVERED PATIO:	800 SQ. FT.
DOG PARK:	19,185 SQ. FT.
OFFICE:	1,900 SQ. FT.
CLUBHOUSE:	4,200 SQ. FT.
LANDSCAPING:	311,010 SQ. FT.

1

PROPOSED SITE PLAN

1"= 100'- 0"



PROPOSED SITE PLAN					
DICKISON CIR.					
PARCEL # 403-23-151D					
CAMP VERDE, AZ, 86322					
REVIEW BY:	DRAWN BY:	DATE	FILE	NUMBER	SHEET
BMH	BMH	08/11/23		01	A-1.10

Affidavit

I, Darius Mahboubi, owner/agent of parcel 403-23-1510 have notified the neighbors within 300' of above property, by sending letters on August 15, 2023 to notify them of the neighborhood meeting that I conducted on the 7th day of September 2023.

I posted my property with meeting the date, time, and place, on the 15th day of August 2023, and taken a photograph of such posting.

I, Darius Mahboubi, owner/agent of parcel 403-23-1510 will provide a summary of neighborhood meeting I conducted to the Planning & Zoning Department of Camp Verde with the associated application submittal, attesting to the issues and concerns discussed at the above neighborhood meeting.

Summary

Statement: Met with Robert Taylor, the site manager of the neighboring Trulieve grow facility. discussed sewer system upgrades that both parties could participate in.

If Summary statement is too long, attach a copy.

State of Arizona}

County of Yavapai}

[Signature]

Signature of Document Signer No. 1

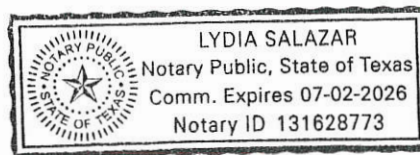
[Signature]

Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 11 day of September 2023.

[Signature]

Signature of Notary



FINAL MINUTES
REGULAR SESSION
TOWN OF CAMP VERDE-PLANNING AND ZONING COMMISSION
REGULAR SESSION
473 S. MAIN STREET, SUITE 106
CAMP VERDE, AZ. 86322
THURSDAY, SEPTEMBER 28, 2023, AT 6:00 PM

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

1. Call to Order

Chairman Faiella called the meeting to order at 6:00 p.m.

2. Roll Call

Chairman Andrew Faiella, Vice Chairman Todd Scantlebury, Commissioner Greg Blue, Commissioner William Tippet, Commissioner Mark Lomeland, Commissioner Robert Foreman and Commissioner Ingrid Osses were present.

Also Present

Community Development Director John Knight (via Zoom), Town Planner BJ Ratlief, Town Planner Cory Mulcaire and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Commissioner Foreman 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: August 24, 2023, Regular Session

B. Set Meeting Dates: October 12, 2023, at 6:00 pm Regular Session
October 26, 2023, at 6:00 pm Regular Session
November 9, 2023, at 6:00 pm Regular Session
November 23, 2023, at 6:00 pm Regular Session - Cancel

Motion was made by Commissioner Lomeland to approve the consent agenda. Second was made by Commissioner Osses.

Roll Call:

Chairman Andrew Faiella: aye
Vice Chairman Todd Scantlebury: aye
Commissioner Greg Blue: aye
Commissioner Mark Lomeland: aye
Commissioner Bill Tippet: aye
Commissioner Ingrid Osses: aye
Commissioner Robert Foreman: aye

Motion passed unanimously 7-0.

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.

No public to speak.

6. Public Hearing: Discussion, consideration and possible recommendation to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of an RV Park Use Permit, with conditions, for Recreational Investment Group LLP for property generally located at the Northwest Corner of Highway 260 and Dickinson Circle (APN 403-23-151D). Staff Resource: Cory Mulcaire

Town Planner Cory Mulcaire reviewed the details of the Use Permit, the conditions, area maps and site plan. The applicant is requesting to put in 133 RV pads with water, sewer, and electrical hook-ups. The park will also include a 1,900 square foot office, a 4,000 square foot clubhouse with laundry and shower facilities, an outdoor kitchen, pickleball court, spa, and dog park. There is an additional 311,010 square feet of landscaping. Staff is recommending approval.

Commissioner Foreman asked if the sewer had been put in going across HWY260 to the Marijuana Facility yet? Ms. Mulcaire didn't think it had been yet, although it would have to be done prior to the RV Park opening.

Commissioner Foreman would like to see the complete notes of neighborhood meetings.

Commissioner Foreman asked if there was going to be a Traffic Impact Meeting? Ms. Mulcaire stated no, ADOT would not require it because of the roundabouts.

Applicant Comments

Dari Mahboubi, on behalf of Recreational Investment Group LLP and Vice President of Development, Don Nicolini gave a slideshow presentation.

Chairman Faiella asked if there was going to be any permanent RVs in the park. Mr. Mahboubi said they cannot allow permanent residents because of the funding they are using. It must be transient travelers (stays less than 30 days) only. He added there would be a restriction on RVs, they would only allow 2000 model year and newer RVs in the park.

Vice Chair Scantlebury commented on all the trees shown in the Site Plan. He asked if there had been a Tree Study done. Mr. Nicolini said they haven't done a Tree Study yet but would like to have natural barriers between pads; a nature feel. Mr. Scantlebury said Camp Verde is a Tree City and has a Tree Advisory Committee that could help with their pallet. He asked if they would be willing to work with the Tree Advisory Committee. Mr. Nicolini said yes.

Vice Chair Scantlebury is also concerned about water usage, he asked if they would be willing to incorporate a water catchment system? Mr. Nicolini explained they have hired several agencies to address that specific issue and it will be addressed. Mr. Scantlebury asked if it was added as a provision in the motion would that be acceptable. Mr. Nicolini said they would consider it but didn't know the specifics of the final site plan yet. Chairman Faiella asked if there is a fee to consult with the Tree Committee? Mr. Scantlebury said no, it is a volunteer committee, there would be no cost.

Commissioner Foreman asked if the sale tax applies to the rental of these units. Ms. Mulcaire stated it does. She explained that any stays, 30 days or longer, who pay up, front will only pay 2% sales tax. Stays that are paid in daily/weekly installments the Town will get 6.65% sales tax. Mr. Foreman said he is also concerned with the strain on the infrastructure these RV parks will

put on the community. Ms. Mulcaire stated that there was a Predevelopment Meeting, and everyone in attendance was comfortable with the plans. They will request a letter from ADOT concerning the traffic flow.

Public Hearing Open 6:29pm

No comments from the public.

Public Hearing Closed 6:30pm

Commission Discussion

Commissioners had additional discussion regarding the sewer line, whether or not it had been put in across Hwy 260 or not. Mr. Foreman thought a sleeve was put in. Ms. Mulcaire will get clarification if it has or hasn't. Mr. Mahboubi said they are in contact with marijuana facility to possibly split the sewer connection cost.

Vice Chairman Scantlebury is concerned with the growing number of RV Parks in the area. He doesn't want the Town to count on one income producer and it changes the character of the town.

Motion was made by Commissioner Blue to recommend to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of an RV Park Use Permit, with conditions, for Recreational Investment Group LLP for property generally located at the Northwest Corner of Highway 260 and Dickinson Circle (APN 403-23-151D). Second was made by Commissioner Osses. Vice Chair Scantlebury suggests amending the motion to add two provisions: the site must have a water harvest element and must also consult with Tree Advisory Committee. Mr. Blue declined amending his motion.

Roll Call:

Chairman Andrew Faiella: aye
Vice Chairman Todd Scantlebury: no
Commissioner Greg Blue: aye
Commissioner Mark Lomeland: no
Commissioner Bill Tippet: aye
Commissioner Ingrid Osses: aye
Commissioner Robert Foreman: no

Motion passed 4-3.

7. Current Events:

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.

Chairman Faiella wanted to remind everyone Fort Verde Days is coming up, the second weekend in October. Everyone is welcome.

8. Staff Comments:

Town Planner Corey Mulcaire gave a list of what is coming up.

- Subdivision Training and Zoning Map Change at the October 12th Meeting
- Preliminary Platt for the Subdivision will be presented at the October 26th Meeting.

Community Development Director John Knight also added:

- The applicant decided to withdraw the application of the PAD rezone for the Fire Station for

now.

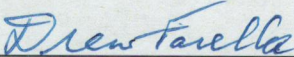
- The Department will be updating the Council on Long-Range Planning Projects and discussing a Hearing Officer for Code Enforcement at the October 18th Council Meeting.

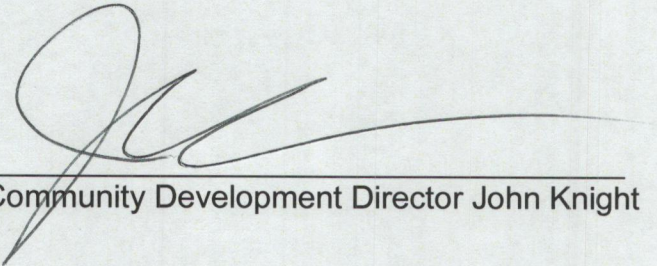
Town Planner BJ Ratlief also added:

- The Department was directed by Council to work on Section 305 Animal Count, there is a seven-member Community Work Group that has started on that. They will be meeting every three weeks and the meeting notes are available for Commissioners to review on the website.

11. Adjournment:

The meeting was adjourned at 6:41 p.m.

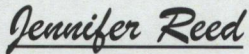

Chairman Drew Faiella


Community Development Director John Knight

CERTIFICATION

I hereby certify that the foregoing minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde, Arizona during the Regular Session held on the 28th day of September 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 28th day of September 2023.


Jennifer Reed, Recording Secretary

H. C3 DISTRICT (Commercial: heavy commercial)

1. Purpose:

The C3 District is intended to accommodate a broad range of commercial sales and service uses, excluding certain activities and operations for which Industrial District zoning (PM, M1, M2) is required.

2. Permitted Uses and Structures:

- a. Agriculture and cultivation.
- b. Antique Sales.
- c. Assembly, construction and processing plants.
- d. Automobile & machinery sales. (See Section 309 for outside display requirements.)
- e. Automobile repair (heavy) (2015-A407)
- f. Automobile repair (light).
- g. Automotive service stations.
- h. Automobile Storage Yard
- i. Baking and confection cooking for on-site sale only.
- j. Bars, tap rooms and nightclubs.
- k. Body and fender shops including a paint booth within closed building.
- l. Bottling plants confined to closed building.
- m. Bowling alleys and poolrooms.
- n. Business offices, banks and similar; including drive-through.
- o. Caretaker Living Quarters (Manufactured, Modular or Site Built.) Mobile Homes Prohibited See Part 3 Section 306 B.2.c
- p. Cleaning and dyeing plants within closed building.
- q. Commercial art galleries.
- r. Commercial ballrooms, arenas, gymnasiums, rinks, pools and indoor shooting galleries.
- s. Commercial bath and massage.
- t. Commercial parking facilities.
- u. Community parks, playgrounds or centers.
- v. Custom service and craft shops.
- w. Custom tire recapping.
- x. Custom warehouses within closed building and not including animals.
- y. Dancing, art, music, business and trade schools (including permission for public recitals, concerts and dances).
- z. Educational institutions (including private schools, provided they offer curriculum of general instruction comparable to similar public schools).
- aa. Flood control facilities.
- bb. Frozen food lockers

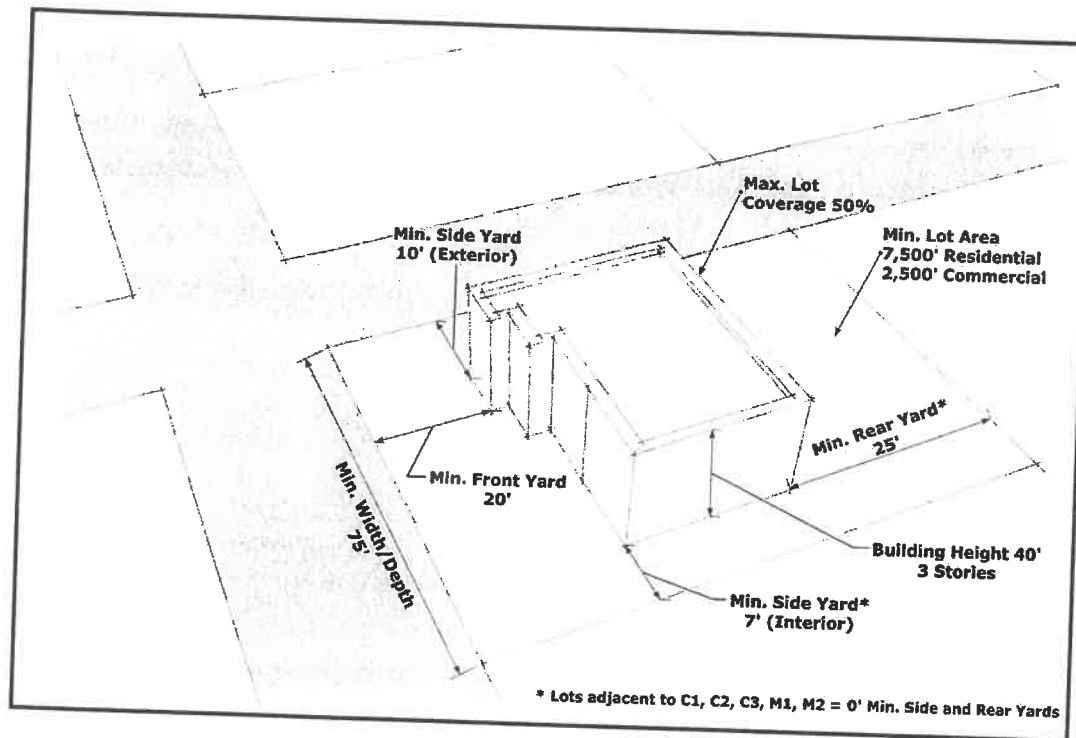
- cc. Golf courses with accessory uses such as pro shops, shelters, rest rooms.
- dd. Historical Landmarks.
- ee. Hospitals, clinics, sanitariums, nursing homes and assisted living care facilities (intermediate, extended and long-term) for the care of humans.
- ff. Hotels and motels with five or more guest rooms.
- gg. Keeping of farm animals, limited (See Section 305).
- hh. Launderettes (limited to machines not exceeding 25 pounds capacity according to manufacturer's rating).
- ii. Lumber yards (prohibiting sawmill operations).
- jj. Med Medical Marijuana Dispensary Off-Site Cultivation Location/Facility.(see Part 3 Section 304) (Definition: See Part 1 Section 103)
- kk. Miniature golf establishment.
- ll. Mortuary
- mm.Nursery schools; day care centers (child or adult).
- nn. Offices wherein only professional, clerical or sales services (such as real estate or insurance) are conducted.
- oo. Open land carnival and recreation facilities (religious & educational institutions).
- pp. Other accessory uses commonly associated with primary permitted use. (See Section 301 C.)
- qq. Personal services.
- rr. Pet shops within a closed building.
- ss. Private clubs and lodges operated solely for the benefit of bona fide members.
- tt. Public auction within closed building.
- uu. Religious institutions (in permanent buildings).
- vv. Restaurants and cafes, including drive-through.
- ww. Retail sales.
- xx. Sales (retail and wholesale) and rentals.
- yy. Storage Facility
- zz. Theaters, auditoriums, banquet and dance halls.
- aaa.Transportation terminal and transfer facilities within closed building.
- bbb.Veterinary services.
- ccc. Water distillation and bottling for retail sales only.
- ddd. Microbreweries or Wineries for the manufacture and processing of beer or wine respectively for onsite consumption or wholesale distribution with the following limitations:
 - 1. All such manufacturing and processing actively shall be conducted within a completely enclosed building along with all materials used for the manufacture – processing. Products ready for shipping must be stored within a closed building.

2. A microbrewery in the C3 District may process and produce up to 300,000 U.S. Gallons of beer per year.
3. A winery in the C3 District may process and produce up to 36,000 U.S. gallons of wine per year.
3. Uses and Structures Subject to Use Permit
 - a. Government facilities and facilities required for the provision of utilities and public services.
 - b. Outdoor recreation or assembly facilities.
 - c. Mobile/manufactured home and recreational vehicle parks subject to the requirements of Section 306.
 - 1) Notwithstanding the foregoing, in the event a Planned Area Development (PAD) District is established per Section 203, this use may be included in any Development Plan thereunder and approved without being subject to a Use Permit application and hearing procedures set forth in Section 601.
 - d. Transmitter stations and towers for automatic transmitting.
 - e. Revival tents and similar temporary operations. (See Section 601.D)
 - f. 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.
 - g. Cemeteries for human or animal interment (See Section 308).
 - h. Public stables, livestock breeding, boarding and sales.

Table 2-8: C3 Dimensional Standards

Zoning District	"C3"
Minimum Lot Area (sq.ft.)	7,500' Res., 2,500' Com.
Minimum Area/Dwelling (sq.ft.)	1 Caretaker d.u. only
Minimum Width OR Depth (feet)	75'
Maximum Bldg Ht (stories)	3
Maximum Bldg Ht (feet)	40'
Maximum Lot Coverage (%)	50%
Minimum Front Yard (feet)	20'
Minimum Rear Yard (feet)	0' (25' adjacent to residential zones)
Minimum Side Yard Interior (feet)	0' (7' adjacent to residential zones)
Minimum Side Yard Exterior (feet)	10'

Figure 2-8: C3 Dimensional Standards



ATTACHMENT E.2

SECTION 306 - MOBILE/MANUFACTURED HOME PARKS (MHP & RV PARKS)

A. Mobile/Manufactured Home and Recreational Vehicle Parks Placement Procedure:

1. **Permits:** Permits shall be required for all mobile and/or manufactured homes installed, placed, kept or stored within the limits of Camp Verde (except for unoccupied units on sales lots or authorized storage facilities). Permits shall be issued only for the placement of mobile homes/manufactured homes within mobile/manufactured home parks.

- a. Permits shall be required for all building and structures within mobile/manufactured home or RV parks. It shall be unlawful for any person to construct, maintain or operate any mobile/manufactured home park or RV park within the limits of Camp Verde unless they hold a valid use permit and valid installation permits issued by the Community Development Department for each specific manufactured home, mobile home, or structure.

The fee for all permits shall be determined by resolution of the Town Council. Issuance of permits shall be made by the Community Development Department and shall be contingent upon compliance with all health laws and regulations of the State of Arizona and the County of Yavapai; and this Zoning Ordinance:

Permit applications shall be received and processed according to the current codes.

- b. Applications for permits to construct or enlarge mobile/manufactured home parks or RV parks shall be made in writing, signed by the applicant who shall file with the application proof of

ownership of the premises or of a lease or written permission from the owner. The application shall contain a complete set of plans drawn to scale, showing the location of the proposed mobile/manufactured home park or RV park, and which shall include:

- 1) The areas and dimensions of the tract of land.
- 2) The maximum number, location and size of all mobile/manufactured home or RV spaces.
- 3) The location of any existing buildings and any proposed structures.
- 4) The location and width of access driveways, roadways, parking areas, walkways, and turn-arounds.
- 5) The location of electrical, water, storm drainage, and sewer lines and the sewage disposal systems.
- 6) The location and elevation of all flood hazard areas.
- 7) A contour map showing the proposed grading of the park.

2. Use Permit Required for Constructing/Enlarging Park

- a. The Use Permit process is required to construct or enlarge a mobile/manufactured home park or RV park by obtaining a recommendation from the Planning and Zoning Commission and approval from the Town Council. Notwithstanding the foregoing, in the event a Planned Area Development (PAD) District is established per Section 203, this use may be included in any Development Plan thereunder and approved without being subject to a Use Permit application and hearing procedures set forth in Section 601.
- b. Before a Use Permit may be issued:
 - 1) There must be a plan for park development or enlargement approved by the Town Council.
 - 2) The Town Council may require a performance bond from the operator of the park to assure that the park is constructed in a satisfactory manner.
 - 3) The Town Council may require any other improvements and facilities in the interest of public safety, health and welfare. before approving the mobile/manufactured home park or RV park.
 - 4) The Town Council may accept the proposed plan with recommended changes, or reject the plan.
 - 5) Utility service shall not be provided to any unit or other building until approved by the Building Official.

B. Mobile/Manufactured Home and Recreational Vehicle Park Standards:

The following regulations shall apply with respect to mobile/manufactured home parks and all mobile or manufactured homes in a park:

1. Mobile/manufactured home and Recreational Vehicle parks shall be developed in accordance with the following:
 - a. Mobile/manufactured home and Recreational Vehicle parks shall provide for individual mobile/manufactured home or recreational vehicle spaces, access driveways, parking and open spaces for recreation.
 - b. Installation permits shall be issued only to those units that qualify under the current codes as a:

- 1) Manufactured Home. HUD label, Arizona Department of Housing, (ADOH) Office of Manufactured Housing.
 - 2) Factory built building used as a dwelling unit.
 - 3) Mobile home. (Pre June 15, 1976 must have rehabilitation certification issued from the Office of Manufactured Housing. (Ord 2015 A409).
2. A current valid permit is required before installation or placement of an approved unit on a lot, subject to the following:
 - a. Permanent piers, blocks, or foundations are required.
 - b. Connections to utilities must be made.
 - c. The exterior elements shall be installed in accordance with the current codes and maintained in good condition.
 - 1) For the purpose of this section, skirting and retaining walls shall have an eighteen-inch by twenty-four inch (18" x 24") under floor area access.
 - 2) Skirting shall be installed around the entire perimeter of the unit, prior to the issuance of a Certificate of Occupancy.
 3. A minimum of two vehicular entrances shall be provided for each mobile/manufactured home and recreational vehicle park. One entrance may be kept closed to the general public if provision is made for emergency access.
 4. All utility lines, cable TV, and electrical transmission lines shall be placed underground. Each mobile/manufactured home space shall be provided with water, sanitary facilities, electric lines, and telephone lines. Fire hydrants installed by the developer in compliance with applicable Town Ordinances.
 5. Refuse collection areas shall be centrally located and screened from public view.
 6. Street lighting shall be provided along the park streets for the safety of pedestrians.
 7. A strip of land at least twenty feet in width shall be maintained as landscaped area abutting all mobile/manufactured home and recreational vehicle park property lines.
 8. Mobile/Manufactured Homes: Installation and Maintenance Standards
 - a. Mobile/manufactured homes shall be installed in compliance with the standards prescribed by the Office of Manufactured Housing, for ground level installation; installation of a fully skirted mobile/manufactured home; or installation on a fully enclosed, permanent site-built foundation.
 - b. No mobile home, (see Section 103 Definitions MOBILE HOME) may be moved into the Town of Camp Verde unless it has been completely rehabilitated pursuant to the requirements of the Office of Manufactured Housing. Upon completion of all rehabilitation work the owner must obtain a certificate of rehabilitation issued by the Office of Manufactured Housing certifying that the mobile/manufactured home was found to comply fully with mobile home rehabilitation standards prescribed by the Office of Manufactured Housing. The certificate and insignia must then be submitted to the Town of Camp Verde for approval prior to issuance of an installation permit.
 - c. Mobile/manufactured homes existing within the Town limits to be moved from a private property or from one mobile/manufactured home park to another mobile/manufactured home park must be completely rehabilitated pursuant to a rehabilitation permit issued by the Office of Manufactured Housing. Upon completion of all rehabilitation work the owner must obtain a certificate of rehabilitation issued by the Office of Manufactured Housing certifying that the mobile home was inspected on (date) by (qualified inspector named) and

found to comply fully with mobile home rehabilitation standards prescribed by the Office of Manufactured Housing. (2015 A409)

- d. Mobile/manufactured homes shall be used as dwelling units only.
 - 1) No mobile/manufactured home or park model shall be placed on a property for use as an accessory structure or storage unit, nor shall be stored on the property unless zoned for such use.
 - 2) Permits shall be required for the installation, alteration or repair of accessory structures, additions and service equipment in a mobile/manufactured home or recreational vehicle park.
 - 3) Residential uses in manufactured homes and mobile homes and long term stays in RV Parks, that do not include an enclosed garage, shall provide enclosed storage, attached or detached, of a minimum area of one hundred (100) square feet as an accessory use to such dwellings
 - 4) If the Town Building Official finds that the work described in the permit application conforms with the Town's codes and that the fees have been paid, a permit shall be issued to the applicant.
- e. All existing and new mobile/manufactured units, and all parts thereof shall be maintained in a safe and sanitary condition.
 - 1) All devices or safeguards (including but not limited to smoke alarms and skirting) which are required by applicable codes or by the manufactured home standards to which it was installed shall be maintained in a safe and sanitary condition.
 - 2) The exterior elements (including, but not limited to: eaves, awnings, stairs, porches, skirting, and heating and cooling units) of the unit shall be painted and maintained in good condition.
- f. Community Use Area shall be at least ten percent of the total area. Such land may include all land devoted to recreation and service facilities, landscaping not included in individual mobile/manufactured home spaces, and accessory parking areas. Such land shall not include recreational vehicle storage areas, private streets, boundary landscaping areas and refuse areas.
 - 1) Mobile/manufactured home parks shall provide at least ten percent of their total area for recreation or other open space purposes.
 - 2) Recreational vehicle storage areas:
 - i. if provided, shall be at the minimum ratio of 50 square feet of land for each mobile/manufactured home space and shall be a dust-free surface with crushed rock or similar material.
 - ii. if no recreational vehicle storage is provided, recreational vehicles shall not be stored at mobile/manufactured home spaces.
- g. Parking Requirements:
 - 1) A minimum of two off-street parking spaces shall be provided for each mobile/manufactured home. The spaces and the drive shall be dust-proofed and surfaced with crushed rock or similar material.
 - 2) Guest automobile parking shall be provided at a minimum ratio of one and one-half parking spaces for each five mobile/manufactured home spaces (See Section 404).

9. Certificate of Compliance and Business Licenses:

- a. No certificate of compliance or business license for the park shall be issued unless and until thirty percent of the mobile/manufactured home spaces planned in any park, or ten such mobile/manufactured home spaces, whichever is greater, shall have been completely prepared, constructed and equipped for use in all respects.
- b. No certificate shall be issued unless and until a like portion of the mobile/manufactured home park's community facilities such as driveways, laundry facilities, bath, wash and toilet rooms shall have been completely prepared, constructed and equipped for use in all respects.

C. Additional Recreational Vehicle Park Standards

In addition to the requirements of Section 306 B. The following regulations shall apply to all Recreational Vehicle Parks:

1. Recreational vehicle parks shall provide for individual recreational vehicle spaces, access driveways and parking.
2. Each recreational vehicle space shall be at least 1500 square feet in area, and at least thirty feet in width and have a compacted gravel surface at least ten feet in width and twenty feet in depth.
3. A strip of land at least twenty feet in width shall be maintained as a landscaped area abutting all recreational vehicle park property lines.
4. No certificate of compliance or business license for the park shall be issued unless and until all required improvements have been completely prepared, constructed and equipped for use in all respects.

SECTION 307 - GOLF COURSE DEVELOPMENT ENVIRONMENTAL STANDARDS

Every golf course in the Town of Camp Verde shall be developed and managed with consideration for the unique conditions of the ecosystem of which it is a part and, specifically, to ensure that no depletions to the aquifer occur from the irrigation of golf courses and to encourage the use or reuse of effluent.

A. Golf Course Water Conservation Requirements:

The following requirements shall apply to the planning and development and application processing of golf courses in conjunction with a Planned Area Development proposal or any other golf course development:

1. Applicant shall submit plans that demonstrate that the proposed project meets the standards set by the Arizona Department of Water Resource for golf courses in the Active Management Areas including limiting water usage to no more than five irrigated acres per hole times the turf water allotment presented in the water allotment table (Contact the Town of Camp Verde Community Development Department for Water Allotment information).
2. Applicant shall obtain a report from the Arizona Department of Water Resources of physical availability of water demonstrating an adequate water supply for the entire development including the golf course prior to recording the Final Plat/Final Site Plan and prior to construction of the golf course.
3. Applicant shall demonstrate that the proposed development will be of an appropriate size and scale for a given area to generate sufficient effluent or re-use water to meet the entire irrigation needs of the golf course or demonstrate that an alternative supply of effluent or other renewable source of water will be available.

SECTION 601 - ZONING DECISIONS

A. Zoning Ordinance Amendment Applications and Hearings

Any amendment to this Zoning Ordinance, which changes any property from one zone to another, imposes any regulation not previously imposed, or which removes or modifies any regulation previously imposed shall be adopted in the manner set forth in this section.

1. **Applications for Zoning Ordinance text amendments, rezoning amendments, Use Permits**, or other requests requiring Town Council approval shall be filed in the office of the Community Development Department on a form provided, along with such supplemental information required by the Department, and shall be accompanied by a fee established by approval of the Town Council. No part of any such fee shall be refundable after an application is filed and such fee paid, except at the discretion of the Town Council.
 - a. The Planning and Zoning Commission shall hold a public hearing within 90 days of the date of a complete application submittal. After such hearing the Council may adopt the recommendation of the Planning and Zoning Commission without holding a second public hearing provided there is no objection, request for public hearing or other protest.
 - b. The Town Council shall hold a public hearing if requested by the party aggrieved, any member of the public or of the Town Council, or in any case, if no public hearing has been held by the Planning and Zoning Commission.
2. **Notice of the time and place** of Council or Commission hearing shall be given in the time and manner provided for:
 - a. Notice of public hearing before the Commission or Council for all amendments to the Zoning Ordinance text, the zoning map, Use Permits, or other requests, shall be done in accordance with the provisions of Arizona Revised Statutes 9-462.04 as they exist now or as they are amended from time to time. Such notice includes at a minimum the posting and publishing of public hearing notices as specified in the statute.
 - b. Written protests of any recommendation action taken by the Commission shall be filed in the office of the Community Development Department before noon on the Monday of the week preceding the Council meeting at which such amendment will be considered. If such written protest constitutes twenty percent (20%) or more of the immediate area involved in a request for rezoning as specified in ARS 9-462.04.H, as may be amended, a favorable vote of three-fourths of the Council shall be required.
 - c. A decision made by the Council involving rezoning of land which is not owned by the Town and which changes the zoning classification of such land may not be enacted as an emergency measure and such a change shall not be effective for at least 30 days after the final approval of the change in classification by the Council.
 - d. In the event an application has been denied by the Council, the Commission shall not consider a similar application within 12 months of the application date.
3. **Citizen review and participation process** is required for all zone change applications or Use Permit applications:
 - a. Prior to any public hearing, the applicant or an appointed representative shall arrange a meeting with the planning staff which identifies development issues as well as arrangements and scheduling for the neighborhood meeting described in subsection **b** below.

- b. The applicant or an appointed representative shall conduct a neighborhood meeting designed to inform adjoining residents and property owners about the proposed zone change, specific plan application or Use Permit.
 - c. At least 15 days prior to the scheduled neighborhood meeting, the applicant shall notify all property owners within 300 feet of the subject site by first class mail and post the actual property with meeting date and time. The notification shall include the date, time and place for the neighborhood meeting, as well as a description of the proposed land uses. The applicant shall provide an affidavit attesting to this notification being accomplished.
 - d. It is the responsibility of the applicant or their representative to conduct the meeting, provide an opportunity for a question and answer period by the audience, and identify a point of contact to the public for follow-up questions and comments.
 - e. The applicant shall prepare a written summary of the meeting by way of affidavit, including a list of attendees and the issues and concerns discussed and submit a copy of the summary, with a photo of the posting on the property and a copy of the meeting announcement letter, to the Planning Department within 15 days after the neighborhood meeting.
4. **Zoning Ordinance text amendments:** If the Town adopts any zone change or any amendment that imposes any regulation not previously imposed or that removes or modifies any such regulation previously imposed, it must comply with the citizen review process as set forth in ARS §9-462.03, as may be amended, and the public hearing notice procedures set forth in ARS 9-462.04.A as may be amended.

B. Site Plan Review and Development Standards

Key to obtaining compliance with the regulations of this ordinance and achieving the objectives of the Town's General Plan is the administrative review of Site Plans for new development as regulated in Part 4 Development Standards. The Site Plan entails preparation of drawings for proposed uses and buildings that conform to the Development Standards, depicting adequate grading/drainage and Appearance Compatibility (Section 402), landscape and screening (Section 402), parking and loading (Section 403), signs (Section 404) and outdoor lighting (Section 405) as required in these regulations.

The Site Plan Review process is administered by the Community Development Department in conjunction with other Town departments. The Community Development Director is authorized to approve minor modifications to strict adherence of zoning regulations due to physical constraints of the project site. Appeals may be scheduled for hearing by the Board of Adjustment and Appeals. Major development projects may also be referred to the Commission and Council for a hearing, review and approval, which hearing and review process is mandatory if so stipulated by prior Council action such as rezoning or PAD approval.

For non-residential and multi-family developments as described in Section 400B, additional review of Appearance Compatibility Drawings is required (Section 402 C). Appearance Compatibility Drawings are reviewed by Town staff simultaneously with the Site Plan Review process, in accordance with the process specified in Section 400C.

C. Use Permit Approvals

Use Permits are provided to ensure the orderly use of land in conformance with the General Plan and applicable Town standards where uses are proposed that may require special limitations or conditions to provide compatibility with other uses. The application for Use Permit approval is applicable to those uses that are specifically listed as "Uses and Structures Subject to Use Permit" in each Zoning Use District in Part Two Section 203.

1. Review and Approval

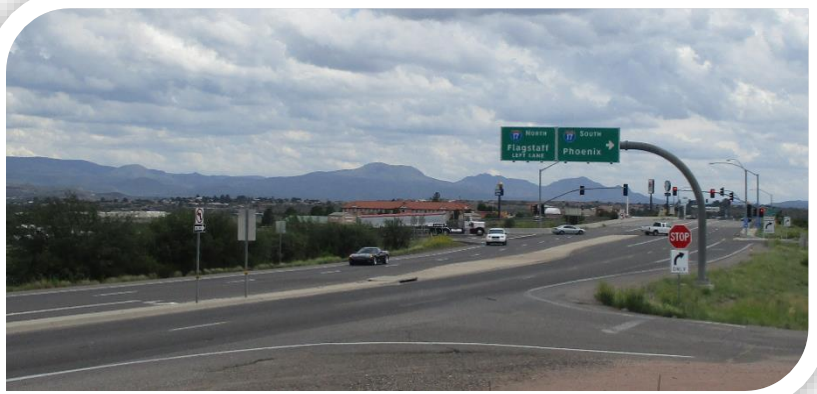
- a. Use Permits will be granted only upon a finding by the Council that the use covered by the permit, the manner of its conduct, and any structure which is involved, will not be detrimental to persons residing or working in the vicinity, to adjacent property, to the neighborhood, or to the public welfare in general, and that the use will be in conformity with any conditions, requirements, or standards prescribed by the Town Code or Council.
- b. Use Permits may contain specific limitations on the scope, nature and duration of the use, as deemed proper in accordance with the following criteria:
 - 1) Any significant increase in vehicular or pedestrian traffic;
 - 2) Nuisance arising from the emission of odor, dust, gas, noise, vibration, smoke, heat, or glare at a level exceeding that of ambient conditions;
 - 3) Contribution to the deterioration of the neighborhood or to the downgrading of property values which, is in conflict with goals, objectives or policies of the General Plan;
 - 4) Compatibility with existing surrounding structures and uses; and
 - 5) Adequate control of disruptive behavior both inside or outside the premises, which may create a nuisance to the surrounding area or general public.
- c. The burden of proof for satisfying the above requirements shall rest with the applicant. A refusal of a Use Permit shall not be interpreted as the denial of right, conditional or otherwise.
- d. Where an application involves a definite development scheme, the applicant must submit a layout and landscape plan, building elevations and other pertinent data as may be requested, and the Council may condition the Use Permit to fully carry out the provisions and intent of the Zoning Ordinance.
- e. The Use Permit is valid and operable only for the specific use as granted and subject to any specified time limit. No use may be modified, changed, altered or increased in intensity, in any manner that conflicts with the Use Permit and/or required conditions of approval, without approval of a new Use Permit.

Within 30 days of any change, permittees shall notify the Community Development Department of any changes.

2. Duration and Voiding of Use Permit

- a. To secure the objectives of this Zoning Ordinance, Use Permits may be for a fixed time period, and a Use Permit does not grant a vested right beyond the term of the permit.
- b. The permittee must obtain building permits within six months from the date the Use Permit was issued. Failure to obtain a building permit or begin the use shall void the permit unless a delay to start the construction has been granted or an extension has been applied for with the Community Development Director prior to the expiration of the six-month period. Additional extensions must go to Council.
- c. If the use or uses for which a Use Permit has been granted are discontinued for a continuous period of six months, the Use Permit is voided.
- d. Violation of the terms of the Use Permit or this Zoning Ordinance voids the Use Permit.
- e. Decisions by the Community Development Director, which result in the voiding of the Use Permit, may be appealed to the Board of Adjustment and Appeals; subject to an application for appeal being on file in the Community Development Department within 30 days of notification of the Use Permit being voided.

260 West Character Area



From Top To Bottom: I-17 & State Route 260 Gateway Entrance Point,, Yavapai-Apache Nation Market Place at State Route 260 & Cherry Lane, Industrial Buildings on Old State Highway 279, State Route 260 Gateway Entrance from Cottonwood, AZ

Photos Courtesy Of The Town Of Camp Verde Community Development Department



Introduction To The 260 West Character Area:

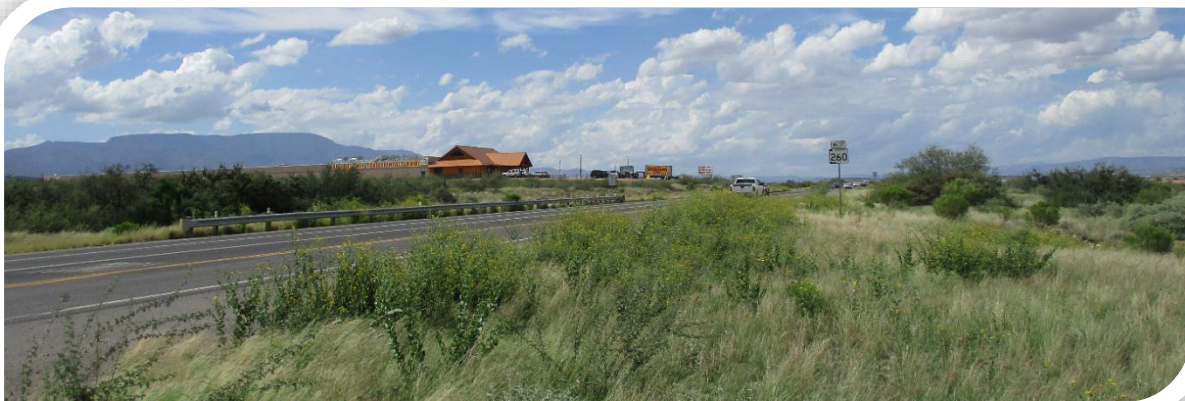
State Route 260 West of Interstate 17 is a modern divided highway providing access to approximately 2,000 acres of commercial and industrial property on both sides of the highway. This area, located next to one of the State of Arizona's main transportation corridors, is perfectly situated for commercial, industrial, and tourism growth.

The southwest side of State Route 260 currently provides many services. A busy travel center is conveniently located at the intersection of State Route 260 and Interstate 17. Further northwest is the Yavapai County Complex, which includes the County's Road Department and Justice Facility. The Justice Facility is comprised of a sheriff's office substation, county courts, and a jail complex. In addition to the Yavapai County Complex, a business park is located adjacent to the Justice Facility. Additionally, south of these facilities, a popular wildlife park draws visitors into Camp Verde from throughout the entire country.

On the east side of State Route 260, the Yavapai-Apache Nation maintains diverse commercial and industrial enterprises as well as a residential community. The Yavapai-Apache Nation, which is the single largest employer within the Town of Camp Verde, continues to seek economic opportunities for their tribal members and the greater community as a whole in this area.

North of the Yavapai-Apache Nation, Old Highway 279 parallels State Route 260. Here one can find a myriad of heavy commercial and industrial businesses including those that sell concrete products, sand and gravel, fencing, landscaping materials, wineries, recycle locations, trucking, and other products and services. Easy access to major transportation corridors including State Route 260, Interstate 17, and State Route 89A supports these industrial business locations that supply materials and services throughout the entire Verde Valley and beyond.

The 260 West character area also provides recreational access to U.S. Forest Service/National Forest lands, with many scenic trails and roads leading to and crossing the Black Hills to the west. This includes Cherry Creek Road, which passes through the historic community of Cherry and connects to State Route 169 headed towards the communities of Dewey-Humboldt, Prescott Valley, and Prescott. Additional recreational opportunities also exist further west on State Route 260 at the Hayfield Draw OHV Area, which is administered by the U.S. Forest Service.



*260 Corridor Near The Intersection Of State Route 260 & Cherry Creek Road
Photo Courtesy Of The Town Of Camp Verde Community Development Department*

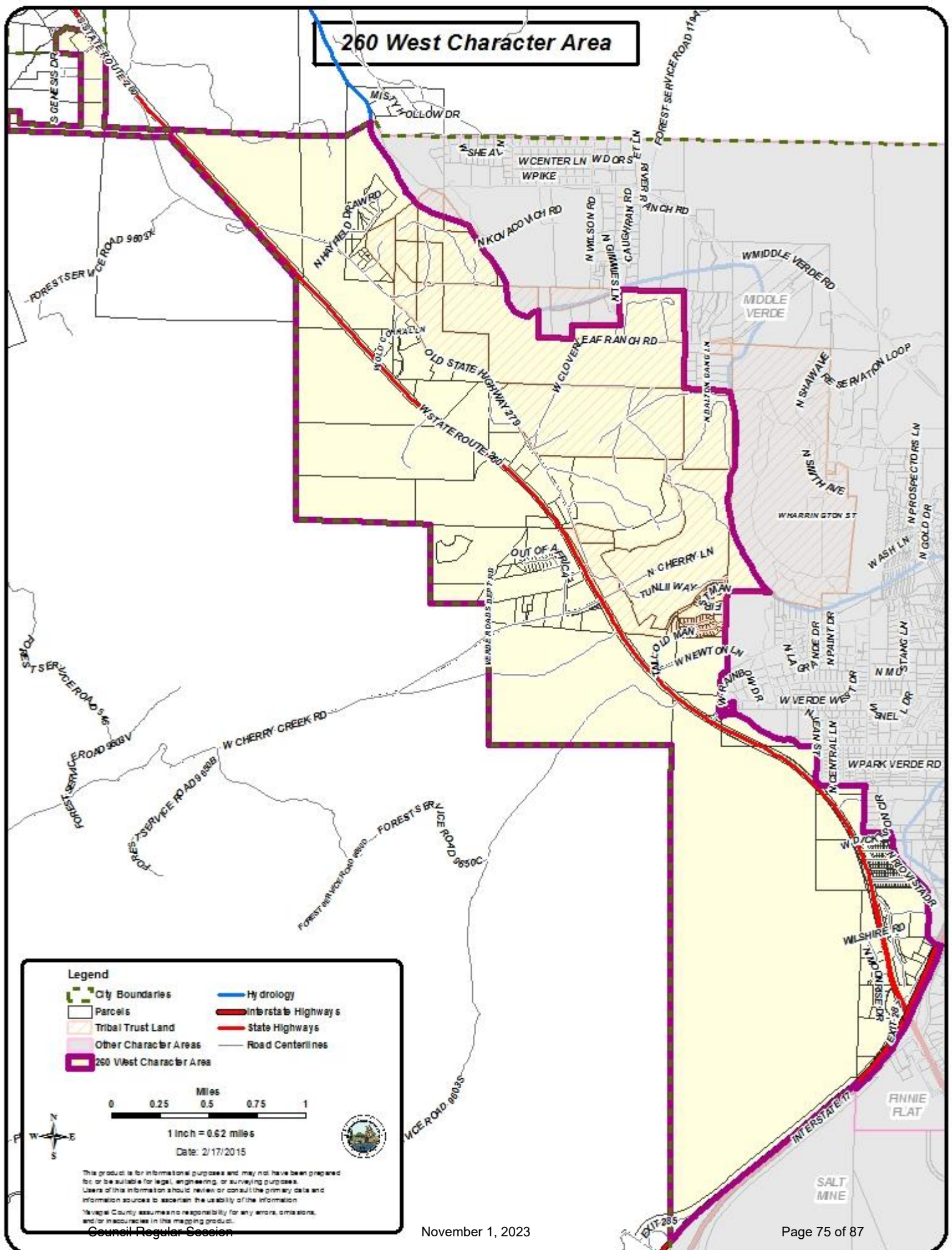


TABLE 3.5 – Land Use; 260 West Character Area Reference Chart

PHYSICAL DESCRIPTION	BUILT ENVIRONMENT	CIRCULATION	POINTS OF INTEREST	DENSITY AND NON-RESIDENTIAL DISTRICTS
The 260 West character area is approximately 7.47 square miles in size, and primarily consists of rolling hills with natural drainage Southwest of the Verde River. The North and West boundary lines of the 260 West character area consist of the Town of Camp Verde's boundary lines. The Eastern boundary line is defined primarily by the Verde River, Yavapai Apache-Nation Trust Lands, U.S. Forest Service Lands, and a small portion of Horseshoe Bend Drive. While the Southern boundary line of the 260 West character area is defined by Interstate 17, where it meets the Verde River and travels Southwest to Town boundaries for approximately 2.57 miles. A significant portion 41.23 % of this character area is comprised of U.S Forest Service Land. The Yavapai-Apache Nation Trust Land also accounts for 22.49 % of the land in the 260 Corridor Character Area. The 260 West Character Area is primarily undeveloped land that is suitable for future residential services, commercial, and industrial uses. In addition the 260 Corridor character area also contains areas of active aggregate mining off of Old State Highway 279.	Neighborhoods: • Rio Verde Vista • Verde Valley Business Park • Yavapai-Apache Nation Middle Verde Tribal Community <i>* Metes and Bounds Property not located in platted subdivisions.</i> Businesses: • Agricultural • General Industrial • Home Occupations • Mining • Processing Plants • Public Facilities • Retail Sales • Restaurants • Service Stations • Shooting Range • Storage Facilities • Wildlife Park	Major Roads: • State Route 260 - Cherry Lane/Cherry Creek Road - Coury Drive - Horseshoe Bend Drive - Old State Highway 279 - Park Verde Road Major Interchanges: • Interstate 17 and State Route 260 Major Intersections: • Proposed Roundabout on State Route 260 between Pueblo Ridge and Wilshire Road • Proposed Roundabout on State Route 260 and Park Verde Road • State Route 260 and Horseshoe Bend Road • State Route 260 and Cherry Lane/Cherry Creek Road • Proposed Roundabout on State Route 260 near Mile Post 215 • Proposed Roundabout on State Route 260 near Mile Post 214 • State Route 260 and Old State Highway 279 • State Route 260 and Coury Drive Major Trails: • Camp Tender/Grief Hill Trail Loop • Grief Hill Trailhead • Hayfield Draw Trailhead • Historical Sheep Trail • Proposed Multi-Use Path Along State Route 260 Gateway Entrances: • Town Boundary on State Route 260 coming east from Cottonwood • West side of I-17 at the junction of State Route 260	Community Services: • Yavapai County Justice Facility • Yavapai County Roads Department General: • Gaddis Wash • Grief Hill Wash • Peach Tree Wash Historic Sites: Parks and Recreation: • Hayfield Draw OHV Recreation Area Water Resources: • Cherry Creek • Verde River Irrigation Ditches: • Verde/Woods Ditch Yavapai-Apache Nation: Middle Verde Tribal Community • Historic Sites: - Cloverleaf Ranch	Existing Density: • Consists of varying densities ranging from 0 to 1 dwelling per acre. This area also includes a Planned Area Development (PAD) that consists of 0 to 11 dwelling units per acre. Existing Non-Residential Zoning Districts: • C1 on the East side of Dreamcatcher Drive. • C1 on the North and South side of Supai Drive abutting State Route 260. • C2 off of Dickison Circle. • C2 on the East side of Dreamcatcher Drive. • C2 on the East, South and West side of Moonrise Drive. • C2 on the East side of Verde Roads Department Road. • C2 on the North end of Commonwealth Drive abutting State Route 260. • C3 on both sides of Cherry Creek Road. • C3 on both sides of State Route 260. • C3 on both sides of Coury Drive abutting State Route 260. • M1 off of Genesis Drive. • M1 off of Hayfield Draw Road. • M1 off of Old State Highway 279. • PAD off of State Route 260. • Natural Resources • Public Facilities Preferred Non-Residential Zoning Districts: • Agricultural Use & AG • RS/C1/C2/C3/PM/M1/M2, Mixed Use, Mixed Use Commercial/Industrial, and PUD along the southwest side of State Route 260 with commercial uses being preferred adjacent to/abutting State Route 260. • RS/C1/C2 and Mixed Use along the northeast side of State Route 260 from Interstate 17 to Newton Lane with commercial uses being preferred adjacent to/abutting State Route 260. • C1/C2/C3/PM/M1/M2, and Mixed Use Commercial/Industrial along Old State Highway 279. • Natural Resources • Open Space • Planned Unit Development (PUD) • Public Facilities

Goals & Implementation Strategies:

In addition to the existing overall land use goals outlined in the land use element of the General Plan, the following goals have also been identified specifically for the 260 West Character Area:

A. Goal: Promote regional commercial and employment opportunities.

Implementation Strategy:

- A. 1. Encourage regional commercial and employment centers to support the region's needs.
- A. 2. Promote the commerce corridor as a place for new businesses by partnering with other regional economic development agencies.
- A. 3. Facilitate the development of a corridor overlay plan to coordinate access, design, circulation and utilities.
- A. 4. Promote commercial and mixed use development adjacent to State Route 260.

B. Goal: Promote tourist related destinations and uses.

Implementation Strategy:

- B. 1. Encourage tourism-related uses, amenities and infrastructure that complement and/or expand new or existing tourism uses and destinations.

C. Goal: Support improvements in alternate means of transportation and amenities.

Implementation Strategy:

- C. 1. Encourage development to provide for enhanced connectivity and mobility including encouraging new and extended bike routes, trails, and pedestrian pathways.
- C. 2. Consider providing future multi-modal transportation improvements, such as bus pads and bus bays in development adjacent to major and minor arterial roadways.
- C. 3. Consider improvements in such aspects as streetscapes, public spaces, safety and over all community appearance.

D. Goal: Preserve the valuable natural resources of the hillsides, and protect their aesthetic and habitat amenities to enhance the rural character of the area.

Implementation Strategy:

- D. 1. Encourage the preservation of dedicated open space areas in their natural state.
- D. 2. Preserve scenic view sheds.
- D. 3. In the event of the development of new construction, encourage site built housing and maintain setbacks and height guidelines.
- D. 4. Preserve the natural character of the hillsides and minimize the removal of significant vegetation.
- D. 5. Consistently communicate with the U.S. Forest Service and other stakeholders about the communities desire to maintain scenic view sheds and open space.

E. Goal: Encourage the implementation of a Verde River Recreation Management Plan as defined by the citizens.¹

Implementation Strategy:

- E. 1. Identify and define access points as major, intermediate and neighborhood access points so they are compatible with the adjacent land use.
- E. 2. Encourage plan features, such as parks and a trail system that allow people to recreate at the river and connect with other points of interest.
- E. 3. Encourage recreation that is compatible with the natural and cultural environment.

F. Goal: Promote communication with the Yavapai-Apache Nation.

Implementation Strategy:

- F. 1. Consistently communicate with the Yavapai-Apache Nation about areas of common interests and benefits to meet the above goals.
- F. 2. Encourage multi-modal connectivity with the Yavapai-Apache Nation.

G. Goal: Create inviting gateway entrances.

Implementation Strategy:

- G. 1. Utilize sources and signage to welcome, direct, inform & promote Camp Verde's unique character and its environments.
- G. 2. Promote improvements for safe and efficient traffic flow.
- G. 3. Communicate with landowners, businesses and government entities on developing gateway entrances.

Gateway Entrance Points:

- Town Boundary on State Route 260 coming East from Cottonwood.
- West side of Interstate 17 at the junction of State Route 260.

¹ The Verde River Recreation Management Plan was adopted by Town Council on February 3rd, 2016. For additional information please visit <http://www.cvaz.org>.

ATTACHMENT G



RESOLUTION 2015-952

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ON USE PERMIT 20150310, AN APPLICATION SUBMITTED BY MR. PHILIP MOREAU, MANAGING MEMBER OF THE VERDE RIVER RV RESORT - SEDONA LLC, OWNER OF PARCELS 403-19-205 WHICH IS 11.46 ACRES, 403-19-013H WHICH IS 3.7 ACRES, 403-19-013J WHICH IS 9.29 ACRES, 403-19-207 WHICH IS 1.81 ACRES, 403-19-013Q WHICH IS 2.46 ACRES, FOR A TOTAL OF 28.72 ACRES LOCATED AT 1472 W HORSESHOE BEND DRIVE IN CAMP VERDE, YAVAPAI COUNTY, ARIZONA. THE PROPERTY OWNER IS REQUESTING AN AMENDED USE PERMIT, IN PERPETUITY, FOR ALL PARCELS, FOR THE VERDE RIVER RV RESORT, FORMERLY KNOWN AS THE CAMP VERDE RV RESORT, WHICH WILL CONSIST OF ONE HUNDRED FIFTY (150) RV SITES, THREE (3) BATH HOUSES, ONE (1) OPERATIONS/RECEPTION CENTER, ONE (1) RECREATION BUILDING, ONE (1) MAINTENANCE BUILDING, ONE (1) PROPANE FILL STATION, ONE (1) PUMP STATION, ONE (1) WASTEWATER TREATMENT PLANT OR OTHER APPROVED SANITARY SYSTEM AS APPROVED BY THE YAVAPAI COUNTY ENVIRONMENTAL SERVICES UNIT, ONE (1) ELEVATED SPA, ONE (1) MINIATURE GOLF AREA, TWO (2) DOG PARKS, TWO (2) PICKLE BALL COURTS, ONE (1) PLAYGROUND WITH BASKETBALL COURT, ONE (1) HORSESHOE PITS, AND ONE (1) ADDITIONAL WELL. A RECREATIONAL VEHICLE PARK IS AN ALLOWED USE UNDER THE R-R (RESIDENTIAL-RURAL) DISTRICT IN THE CURRENT PLANNING & ZONING ORDINANCE WITH A USE PERMIT.

The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona do hereby resolve as follows:

1. The Common Council hereby finds as follows:

- A. A request for approval of Use Permit 20150310 was filed by Mr. Philip Moreau, managing member of the Verde River RV Resort – Sedona LLC, owner of Parcels 403-19-205, 403-19-013H, 403-19-013J, 403-19-207, 403-19-013Q, located at 1472 W Horseshoe Bend Drive, Camp Verde, Arizona. The parcels are zoned R-R (Residential-Rural) and the proposed use of a Recreational Vehicle Park is permitted under such zoning with a Use Permit.
- B. The request was reviewed by the Planning & Zoning Commission on December 3, 2015 and by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona on December 16, 2015 in public hearings that were advertised and posted according to state law.
- C. A neighborhood meeting was held on November 9, 2015 by the applicant to provide for citizen review pursuant to ARS §9-462.03 and as required by the Town of Camp Verde Planning & Zoning Ordinance, Part Six, Section 601 – Zoning Decisions, Subsection A. – Zoning Ordinance Amendment Applications and Hearings, Item 3.a.e.
- D. The purpose of the use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved; and the Council hereby finds that the uses covered by the Use Permit and the manner of its conduct will not be detrimental to persons residing or working in the vicinity, to adjacent property, to the neighborhood or to the public welfare generally, and the uses shall be in conformity to the conditions, requirements and standards of the Town of Camp Verde Planning & Zoning Ordinance.

- E. The Waiver of Diminution of Value Claim has been signed by the owner and is attached as Exhibit A.
- F. The Site Plan is attached as Exhibit B and documents the approved uses of the Use Permit.

The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona do hereby approve Use Permit 20150310 in perpetuity, subject to the limitations of Part Six, Section 601 – Zoning Decisions, Subsection C – Use Permit Approvals, Item 2, for the purpose of operating the Verde River RV Resort, a Recreational Vehicle Park, with no time limit with the following findings:

1. The use of this property shall be operated and maintained in a manner compliant with the provisions of the Town of Camp Verde Planning & Zoning Ordinance per Part Two, Section 203 – Use Districts, Subsection D. R-R District (Residential-Rural), Item 3 – Uses and Structures Subject To Use Permit, Line C. Mobile/manufactured home and recreational vehicle parks subject to the requirements of Section 306.
2. Per Part Three, Section 306 – Mobile/Manufactured Home Parks (MHP & RV Parks), Subsection B – Mobile/Manufactured Home and Recreational Vehicle Park Standards, Item 3 – Community Use Area, the Community Use Area shall be at least ten percent of the total area. Such land may include all land devoted to recreation and service facilities, landscaping not included in individual mobile/manufactured home spaces, and accessory parking areas. Such land shall not include recreational vehicle storage areas, private streets, boundary landscaping areas and refuse areas.
 - a) Mobile/manufactured home parks shall provide at least ten percent of their total area for recreation or other open space purposes.
 - b) Recreational vehicle storage areas:
 1. If provided, shall be at the minimum ratio of 50 square feet of land for each mobile/manufactured home space and shall be a dust-free surface with crushed rock or similar material.
 2. If no recreational vehicle storage is provided, recreational vehicles shall not be stored at mobile/manufactured home spaces.
3. Per Part Three, Section 306 – Mobile/Manufactured Home Parks (MHP & RV Parks), Subsection C – Additional Recreational Vehicle Parks Standards, in addition to the requirements of Section 306 B. The following regulations shall apply to all Recreational Vehicle Parks:
 1. Recreational vehicle parks shall provide for individual recreational vehicle spaces, access driveways and parking.
 2. Each recreational vehicle space shall be at least 1500 square feet in area, and at least thirty feet in width and have a compacted gravel surface at least ten feet in width and twenty feet in depth.
 3. A strip of land at least twenty feet in width shall be maintained as a landscaped area abutting all recreational vehicle park property lines.
 4. No certificate of compliance or business license for the park shall be issued unless and until all required improvements have been completely prepared, constructed and equipped for use in all respects.
4. Per Part Six, Section 601 – Zoning Decisions, Subsection C – Use Permit Approvals, Item 1.e the Use Permit is valid and operable only for the specific use as granted and subject to any specified time limit. No such use may be modified, changed, altered or increased in intensity, in any manner that conflicts with the Use Permit and/or required conditions of approval, without approval of a new Use Permit.

Resolution 2015-952
12/8/15

All of the requested uses to continue with no time limit, but are subject to the requirements of Part Six, Section 601 – Zoning Decisions, Subsection C – Use Permit Approvals, Item 1 and 2 of the Town of Camp Verde Planning & Zoning Ordinance.

PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ON DECEMBER 16, 2015.



Charles C. German, Mayor

12-17-2015

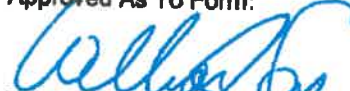
Date

Attest:



Virginia Jones, Town Clerk

Approved As To Form:



Town Attorney

EXHIBIT A

(403 19205, 403 19 0134, 403 19 013 J, 403 19 013 Q
403 19207)

CONSENT TO CONDITIONS/WAIVER FOR DIMINUTION OF VALUE

The undersigned is the owner of the parcel of land described in EXHIBIT A hereto that is the subject of the Use Permit _____ for parcel _____. I have reviewed the conditions of rezoning and by signing this document, the undersigned agrees and consents to all the conditions imposed by the Town of Camp Verde in conjunction with the approval of the Rezoning Application and waives any right to compensation for diminution in value pursuant to Arizona Revised Statutes § 12-1134 that may now or in the future exist as a result of the approval of the rezoning and conditions.

Dated this 1 day of Oct., 2015

OWNER: RV Maintenance Services, LLC OWNER:

Philip Morgan

Print Name

Print Name

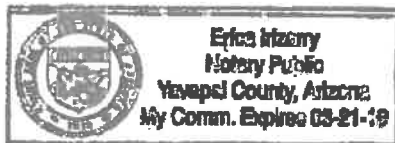
Signature

Signature

STATE OF ARIZONA)

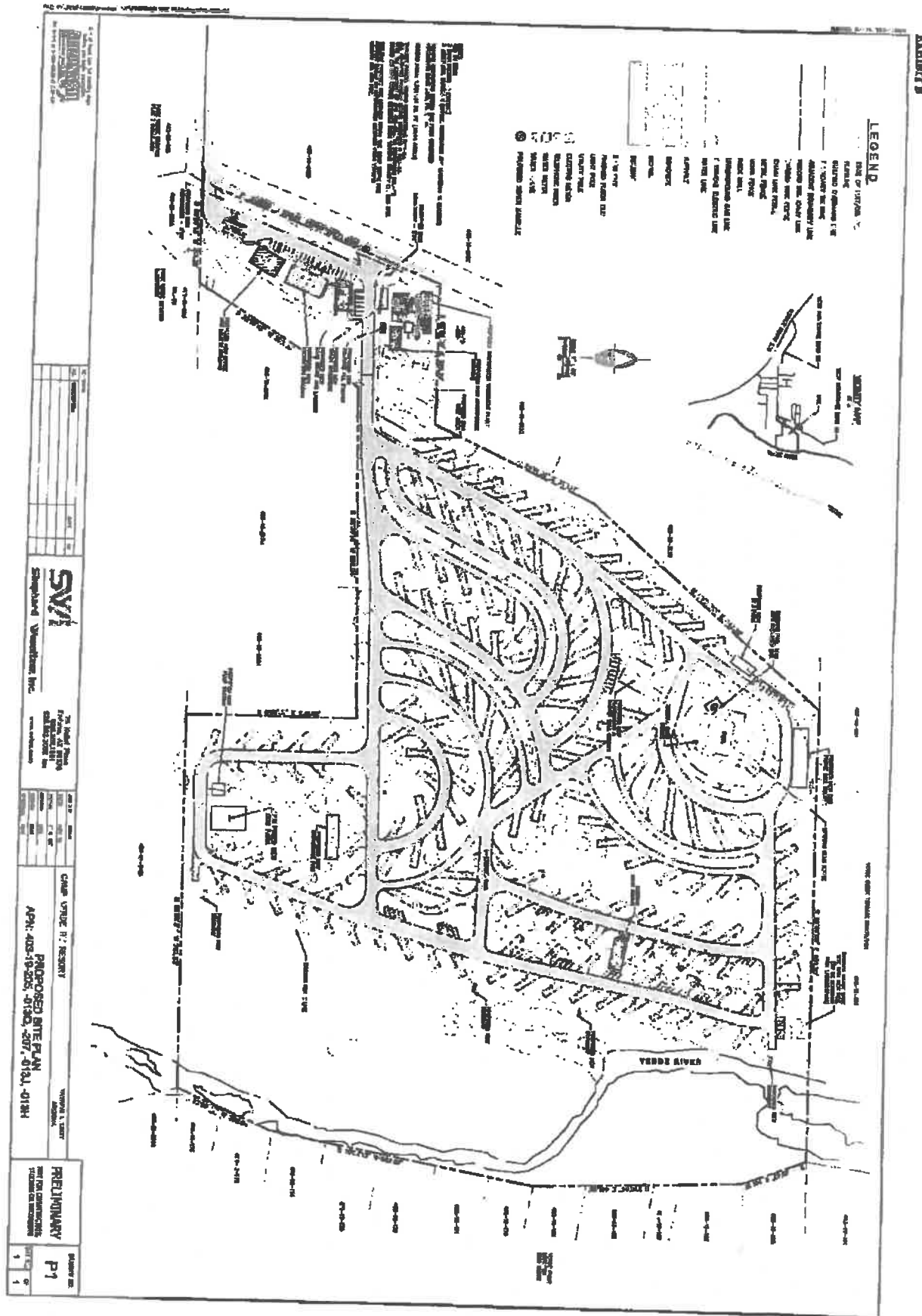
County of Yavapai) ss.

On this 1st day of October, 2015, before me, the undersigned Notary Public, personally appeared Philip Morgan, who acknowledged that this document was executed for the purposes therein contained.



Notary Public

My Commission Expires: 03-21-2019





RESOLUTION 2014- 916

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, YAVAPAI COUNTY, ON USE PERMIT 20140078, AN APPLICATION SUBMITTED BY GARY & JACQUE TULIN, OWNERS OF ZANE GREY RV PARK LOCATED ON PARCELS 404-13-006A 8.35 ACRES AND 404-13-006B 16.22 ACRES FOR A TOTAL OF 24.57 ACRES. THE FOLLOWING PROPOSED USES ARE FOR BOTH PARCELS: 93 RV SPACES, 50 RV STORAGE SPACES, OFFICE, RESTROOMS/SHOWER/LAUNDRY IN ONE BUILDING, LAUNDRY/UTILITY IN ANOTHER BUILDING, RECREATION AREA WITH RAMADA, 12 PARK MODEL UNITS, SPA AND 5 STORAGE SHEDS. USE PERMIT WITH NO TIME LIMIT. THIS PROPERTY IS LOCATED AT 4500 E. STATE ROUTE 260.

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 20140078 was filed by Gary & Jacque Tulin owners of parcels 404-13-006A and 404-13-006B, located at 4500 E. State Route 260. These parcels are zoned RR (Rural Residential) and the proposed uses are permitted under such zoning with a Use Permit.
- B. The request was reviewed by the Planning and Zoning Commission on May 01, 2014 and by the Common Council on May 28, 2014 in public hearings that were advertised and posted according to state law.
- C. A neighborhood meeting was held on February 08, 2014 by the applicant to provide for citizen review pursuant to ARS § 9-462.03 and 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 will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved and the Council hereby finds that the uses covered by the Use Permit and the manner of its conduct will not be detrimental to persons residing or working in the vicinity, to adjacent property, to the neighborhood or to the public welfare generally and the uses shall be in conformity to the conditions, requirements and standards of the Town Planning and Zoning Code.

The Common Council of the Town of Camp Verde hereby approves UP 200140078 for the purpose of operating the Zane Grey RV Park with no time limit with the following findings:

- 1. The use of this property shall be operated and maintained in a manner consistent with the general provisions of the current Town of Camp Verde Planning & Zoning Ordinance.
- 2. Per Part 6, Section 601, C.e The Use Permit is valid and operable only for the specific use as granted. No use may be modified, changed, altered or increased in intensity, in any manner that conflicts with the Use Permit and/or required conditions of approval, without approval of a new Use Permit.
- 3. The Park Registration Card and Park Policies shall require guests to acknowledge that Clear Creek, which runs through the property, is subject to flooding.

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.

PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON May 28, 2014.



Charles German, Mayor

Date: 6-11-2014

Approved as to form:


Town Attorney

Attest:

 - Deputy Town Clerk
Deborah Barber, Town Clerk

DRAFT



RESOLUTION 2013 889

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, SUPERCEDING RESOLUTION 2002-537, FOR PARCEL 404-17-030A TO CONTINUE OPERATION OF THE DISTANT DRUMS RV RESORT AND ALLOW FOR ADDITIONAL USES WITH NO TIME LIMIT. THIS PROPERTY IS LOCATED ON PARCEL 404-17-030A AT 583 W. MIDDLE VERDE RD. 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 20130046 was filed by The Yavapai-Apache Nation, Mr. Scott Canty – Attorney General and Ms. Rachel Hood Manager, agents for Distant Drums RV Resort owned by the Yavapai-Apache Nation on parcel 404-17-030A located at 583 W. Middle Verde Rd. This parcel is zoned PAD (Planned Area Development) and the proposed uses are permitted under such zoning.
- B. The request was reviewed by the Planning and Zoning Commission on April 04, 2013 and by the Common Council on April 24, 2013 in public hearings that were advertised and posted according to state law.
- C. A neighborhood meeting was held on February 13, 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 renew and update uses (Exhibit A) on parcel 404-17-030A and the continued operation of the Distant Drums RV Resort. All of the current and proposed 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 Use Permit 20130046 for the purpose of renewal and update uses (Exhibit A) and continuing the operation of the Distant Drums RV Resort located on parcel 404-17-030A 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 APRIL 24, 2013.

Bob Burnside, Mayor

Approved as to form:

Town Attorney

Date: _____

Attest:

Deborah Barber, Town Clerk

Exhibit "A"

- 181 RV spaces comprised of the following:
 - 112 Standard back-in sites
 - 28 Motorhome sites
 - 11 Pull-through sites
 - 7 Water/electric only sites
 The remaining 23 sites are available for build-out.
- Administrative & Community Recreation/Services Building (Community Building)
- Five (5) covered Ramada's to be located throughout the Resort. Each will be equipped with one or two propane grills and a number of picnic tables. (The exact locations to be determined.)
- Restroom/Shower on one of the vacant pads located between RV sites 143-146 or 123-125. This will provide guests with the convenience of a restroom/shower located outside of the main Administration Building.
- A remaining vacant pad will to be made into a Shuffle Board area or some other kind of outdoor recreation area.
- The resort also intends to add a dog bath area for use by their guests who own dogs.
- On the south side of the Administration Building, convert outdoor shower to enclosed and add a keyed access.
- There is a one (1) acre portion of land located at the northwest corner of the property. This location was intended to be built out for the remaining 23 RV sites under the originally permitted 181 sites. As an alternative plan the Nation has the following possibilities:
 1. Construction of a storage facility wherein individual storage units can be rented to the public and/or as a site for RV seasonal storage.
 2. Construction of an array of solar panels to augment the electrical supply needs of the RV Resort.
 3. Development of a new multi-purpose building to accommodate group activities and meetings that are in addition to or are overflow of activities occurring in the central Administrative Building.
 4. Installation of a number of park model units to serve as individual overnight rental accommodations or as overflow accommodations for RV guests requiring additional space for their guests.

Note: Whichever options are selected by the Nation, staff will review & permit per the requirements of the current Planning & Zoning Ordinance and the current Building codes. An updated site plan will be required showing the development of the selected option or options.