

COMMISSION DUTIES

Article 4-4 GENERAL DUTIES AND REQUIREMENTS

All boards and commissions are established by a separate document that conveys the specific duties and powers of the group.

Planning & Zoning Commission

Qualification of Members:

Residency Requirements: Ordinance 2003-A261 -Must reside within the corporate limits of the Town.

Established by Ordinance 2002-A215

Duties of Commission:

1. Recommend action to the Town Council on requests for amendments to the Zoning Map and to the Zoning Ordinance, on requests for Use Permits, Subdivision Plat approvals and modification of the General Plan.
2. Initiate, hear and recommend action to the Town Council on amendments to the Zoning Map and to the Zoning Ordinance of the Town of Camp Verde.
3. Hear and make recommendations on other matters as directed by the Town Council.

Board of Adjustments and Appeals

Qualification of Members: Section 112.3 Qualifications- Board of Appeals 2003 International Building Code 'The Board of Appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction and are not employees of the jurisdiction.

Residency Requirements: Ordinance 2003-A261 -Must reside within the corporate limits of the Town.

Established by Ordinance 2002-A215 and Section 112 Board of Appeals 2003 International Building Code

Duties of Commission:

1. Hear and decide appeals in which it is alleged there is an error in an order, requirement or decision made by the Zoning Administrator in the enforcement of the zoning ordinance.
2. Hear and decide appeals for variances from the terms of the zoning ordinance only if special circumstances applicable to the property including its size, shape, topography, location or surroundings. Or, if the strict application of the zoning ordinance will deprive such property of privileges enjoyed by other property of the same classification in the same zoning district. Any variance granted is subject to such conditions as will assure that the adjustment authorized shall not constitute a granting of special privileges inconsistent with the limitations upon other properties in the vicinity and zone in which such property is located.
3. In accordance with ARS 9-462.06.C, Reverse or affirm, wholly or partly, or modify the order, requirement, decision of the Community Development Director appealed from and make such order, requirement, decision or determination as necessary.

4. A variance from the Planning and Zoning Ordinance shall not be granted by the Board unless and until:

a. The property owner has filed a written appeal for variance with the Board through the Zoning Administrator and said appeal demonstrates:

1) That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same district.

2) That literal interpretation of the provisions of the zoning ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of the zoning ordinance.

3) That the alleged hardships caused by literal interpretation of the provisions of the zoning ordinance include more than personal inconvenience and financial hardship and do not result from actions that are self imposed or for economic gain by the applicant.

4) That granting the variance requested will not confer upon the applicant any special privilege that is denied by the zoning ordinance to other lands, structures or buildings in the same district.

5) That granting the variance requested will not interfere or injure the rights of other properties in the same district.

b. A public hearing has been held.

c. Notice of public hearing has been posted in accordance to ARS 9-462.04 on the property in question and at Town Hall and the owner and applicant or his agent have been notified by certified mail at least fifteen (15) days in advance.

d. The board finds that the reasons set forth in the application justify the granting of the variance, and that the variance is the minimum variance that will make possible the reasonable use of land, building or structure.

e. The Board finds that granting of the variance will be in harmony with the general purpose and intent of the zoning ordinance and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.