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**AGENDA
TOWN OF CAMP VERDE
COUNCIL HEARS PLANNING AND ZONING MATTERS
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 25, 2019 at 6:30 P.M.**

If you want to speak ON ANY ITEM ON THE AGENDA, PLEASE complete the Request to Speak Form

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

1. Call to Order

2. Roll Call. Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German.

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:

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1) Special Work Session – August 28, 2019

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2) Regular Session – September 4, 2019

b) Set Next Meeting, Date and Time:

1) Wednesday, October 2, 2019 at 6:30 p.m. – Regular Session

2) Wednesday, October 9, 2019 at 5:30 p.m. - Work Session

3) Wednesday, October 16, 2019 at 6:30 p.m. – Regular Session

4) Wednesday, October 23, 2019 at 6:30 p.m. – Council Hears Planning & Zoning Matters

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c) Possible approval of Special Event Liquor License application for Verde Valley Rangers Sheriff’s Posse for Fort Verde Days event, being held on October 11-12, 2019. [Staff Resource: Judy Morgan]

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d) Possible approval of Special Event Liquor License application for Friends of the Verde River for Jackpot Ranch’s State of the Verde Watershed Conference event, for the date of October 29, 2019. [Staff Resource: Judy Morgan]

N/A

e) Possible approval for the submittal of a Resource Advisory Grant for construction of Camp Verde Loop Trail located at Camp Verde Sports Complex Park. (Staff Resource: Steve Ayers)

5. Special Announcements and presentations:

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5.1. Overview of the Defense Reutilization and Marketing Office (DERMO) and

Law Enforcement Support Office (LESO) “1033 Program” in which the Marshal’s Office participates to procure surplus military equipment for Law Enforcement use. [Staff Resource: Corey Rowley]

6. Call to the Public for 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))

7. Business. Legal action can be taken.

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7.1. Public Hearing, Discussion and Possible Approval of Ordinance 2019-A446, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Arizona for a Zoning Map Change from RS (Residential and Service) to RS-PAD (Residential and Services, Planned Area Development), to provide 4 RV sites for transitional resident housing. The 1-Acre Parcel is located at 2480 N. Arena Del Loma, Parcel No. 403-19-137, in Camp Verde, Yavapai County, Arizona. And providing that this ordinance shall be effective thirty (30) days after its passage and approval according to law.

[Staff Resource: Melinda Lee]

- **Staff Comments**
- **Public Hearing Open**
- **Public Hearing Closed**
- **Council Discussion**

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7.2. Public Hearing, Discussion, and Possible Approval of Ordinance 2019-A447, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Arizona for A Zoning Map Change from RR-2A (Rural Residential, 2-Acre minimum lot size) to apply Uniform Zoning of M1 (Industrial-General) throughout the property, on Parcel No. 403-16-002C, in Camp Verde, Yavapai County, Arizona, and providing that this ordinance shall be effective thirty (30) days after its passage and approval according to law.

[Staff Resource: Melinda Lee]

- **Staff Comments**
- **Public Hearing Open**
- **Public Hearing Closed**
- **Council Discussion**

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7.3. Presentation and possible direction to staff regarding request by CCJB Holdings, LLC for annexation into the Town of Camp Verde for parcels 407-21-015H, 015G, 015A, 015C and 015E located at 3445 South Grapevine Way.

(Staff Resource: Steve Ayers)

8. Call to the Public for items not on the agenda. (Please complete Request to

Speak Card and turn in to the Clerk.)

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

10. Manager/Staff Report Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

11. Adjournment

Posted by: v jones

Date/Time: 09-19-2019 10:00 a.m.

Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021

Agenda items may be taken out of order.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - A. All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting.

Pursuant to A.R.S. §38-431.03(A)(2) and (A)(3), the Council may vote to go into Executive Session for the purpose of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

Camp Verde Council Meetings are recorded and may be viewed on the Camp Verde website. Pursuant to A.R.S. §1-602(A)(9), parents and legal guardians have the right to consent before the Town of Camp Verde makes a video or voice recording of a minor child. If you permit your child to participate in the Council Meeting, a recording will be made. You may exercise your right not to consent by not permitting your child to participate or by submitting your request in advance to the Town Clerk that your child not be recorded.

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DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, AUGUST 28, 2019 AT 5:30 P.M.

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

1. Call to Order

Mayor German called the meeting to order at 5:30 p.m.

- 2. Roll Call.** Council Members Buck Buchanan, Joe Butner, Bill LeBeau, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German were present.

Also Present: Town Manager Russ Martin, Marshal Corey Rowley, Town Clerk Judy Morgan, Finance Director Mike Showers, Public Works Director Ron Long, Deputy Public Works Director Troy Odell, Waste Water Treatment Plant Manager Jerry Tinagero, Public Works Analyst Dorie Blair, Recording Secretary Marie Moore.

3. Pledge of Allegiance

Mayor German led the Pledge of Allegiance.

- 4. Work Session.** No legal action to be taken.

4.1. Discussion regarding items to be constructed in the first phase of the Sports Complex, including budget remaining and timeframe for completion. [Staff Resource: Ron Long/Russ Martin]

Town Manager Russ Martin explained to Council that the goal for these agenda items are to receive an update on what is left to be accomplished and get a collective thought on the situation.

Public Works Director Ron Long provided a memorandum for Council review and discussion regarding the Sports Complex Center. Mr. Long explained that the restroom and concession stands are not included on the plans and the plan is to operate with porta-jons until a bathroom facility can be built.

Councilor Whatley questioned where the tennis fields are in the plans. Mr. Long explained that when the plans were reviewed, it was clear that financially, they could not be included but with grants and other funding they can be built. Mr. Long explained that ADEQ requires irrigation systems installation for the ball fields, necessary improvements for the fields and required maintenance equipment.

Council collectively reviewed cost summary options for finishing the project as well as lease options for field lighting and the possibility of deferring some items to the next fiscal year budget.

Mr. Long outlined timeline periods for construction as well as the time it would take for the grass to establish itself on the fields before they will be able to be played on.

Councilor LeBeau questioned the lighting coverage area over the fields. Mr. Long

explained that all 4 fields will be covered but the multi-use field will be lit by passive light. Councilor LeBeau questioned if the irrigation and sewer could be deferred in the project. Mr. Long clarified that both would need installation with the maintenance building that has already been purchased. Councilor LeBeau questioned previously purchased mowers by the Town of Camp Verde for the use at the park. Town Manager Russ Martin explained that there were mowers purchased but not for use at the Sports Complex center, but for the other local parks maintained by the Town. Mr. Long explained that specialty field mowers would need to be purchased for the Sports Complex center. Councilor Whatley inquired if the mowers would be specifically for the sports complex park and not leave the facility. Mr. Long confirmed that to be correct.

Vice Mayor Dee Jenkins expressed her lack of support in the use of porta-jons and indicated her support in finding a solution for permanent restrooms to be completed. Town Manager Russ Martin explained different options for consideration regarding the restroom facilities. Vice Mayor Jenkins indicated her hope for donations and contributions for the concession stand at the park, as it is a necessity along with the bathroom facility.

Council further discussed the A-1 water source situation and updates with Waste Water Treatment Facility Manager Jerry Tinagero. Mr. Tinagero explained that the department is currently waiting on ADEQ approval, which can take up to 90 days.

Councilor LeBeau questioned the value engineering process for the park. Mr. Long explained that it is currently being worked on and will be ready by mid-September to go out to bid.

4.2. Discussion regarding items to be constructed for the Arena, including budget necessary and timeframe for completion.

Town Manager Russ Martin reviewed the Camp Verde Equestrian Budget with Council and indicated that he was looking for direction and consensus on how Council would like to move forward with the project.

Councilor Butner questioned Deputy Public Works Director Troy Odell if the existing plans filed with the permit application with the Town of Camp Verde are sufficient for the Arena Association to move forward with. Mr. Odell indicated that there is clearance for grading to happen and confirmed that a permit has been issued.

Councilor Butner questioned debris blocking access to the area and if it would be removed in a timely manner. Waste Water Treatment Facility Manager Jerry Tinagero indicated it would be removed within 1 week.

Councilor Butner stated that he hoped that town staff and arena staff would be working as a team to get this going. He spoke on events scheduled for January to take place at the facility. Councilor Butner questioned staff if there was a foreseeable reason that would not happen. Public Works Director Ron Long indicated that as long as the arena staff can get their donated contracting completed then there would be no reason the facility would not be running by January.

Vice Mayor Dee Jenkins expressed concern about the direct route to the arena and if it would be fixed. Town Manager Russ Martin explained that it will be made a passable route completed by both the arena and town staff collaboration and outlined the options for road surfacing.

Councilor Butner spoke of the importance of correct surfacing used around the arena due to the livestock.

Mary Phelps, Camp Verde Arena Association President, thanked council for attending the fundraiser dinner, which helped raise approximately \$30,000 in funding. There are approximately 50 members in the Association. Ms. Phelps explained that there are 2 events tentatively scheduled in January as well as another event in June. Ms. Phelps explained that the association is still working on donations for arena stand and a second arena. They are currently searching for gently-used ADA approved bleachers. There has been a donation for septic and a fresh water well, and the association is looking for the construction to be donated at this point.

Councilor Whatley questioned if the Casino would be willing to give up bull bash. Ms. Phelps explained that they will keep that event and the arena would host everything else.

Bob Weir indicated that the Turquoise Circuit is requesting to borrow the panels as they have done in the past and in the event any of them are damaged they will provide full replacement.

Ms. Phelps reminded Council of the truck raffle fundraiser with a goal to sell 500 tickets.

Councilor Whatley expressed her concern with the sports complex bid and wanting to make sure they have enough to do the work on the park. She was not in favor of releasing money from the Park's CIP fund to go to the arena instead.

Vice Mayor Dee Jenkins questioned if the bids for the park would be received in October or November and if funding could be held off for the December through February bills for the Equestrian budget.

Councilor Butner expressed that if Council and the Town keeps the rodeo association moving along, there will be events in January, which will generate economic benefit to the town. Councilor Butner spoke of significant conversations that have taken place with Yavapai College and the land that can be used that is along HWY 260 owned by the school district that will be used for land labs for the students. Councilor Butner suggested authorizing \$250,000 to the arena.

Councilor Whatley asked long how long Council would have to accept a bid when received from the park. Mr. Long explained it would be a 30-day time period.

Councilor Murdock asked for clarification on the rough grade cost outlined in the budget. Ms. Phelps explained the total cost and how the process would proceed with donation rates, etc.

Mayor German indicated his support with funding \$250,000 to cover the first two columns in the presented arena budget and asked Ms. Phelps to outline the process in volunteering and donating services for the completion of the project.

Ms. Phelps explained that she has received donations from as far as Pinetop and she will provide information on how the donation process is handled.

It was the general consensus of Council to allocate \$250,000 to the equestrian arena budget.

Councilor Murdock clarified that all money allocated would be coming from the reserve account. Town Manager Russ Martin explained that all monies come out of reserves and recommended Council keep in mind that the first six months of revenue for the town is lower when replacing funding used from the reserve account. Mr. Martin expressed his comfort in the decision made today.

Vice Mayor Dee Jenkins requested an update on grants and donations for the park when the bids are received for consideration.

Town Manager Russ Martin reminded Council he will be unavailable until September 10th and Marshal Corey Rowley will be acting Town Manager in his absence.

5. Adjournment

The meeting adjourned at 6:41 pm.

Attest:

Mayor Charles German

Judy Morgan, CMC, Town Clerk

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 Council Meeting of the Town Council of Camp Verde, Arizona, held on August 28, 2019. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2019.

Judy Morgan, CMC, Town Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, SEPTEMBER 4, 2019 at 6:30 P.M.

1. Call to Order

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

- 2. Roll Call.** Council Members Buck Buchanan, Jessie Murdock, Robin Whatley; Vice Mayor Dee Jenkins; and Mayor Charles German were present. Councilors Joe Butner and Bill LeBeau were absent.

Also Present: Marshal Corey Rowley (as Acting Town Manager), Town Clerk Judy Morgan, Finance Director Mike Showers, Library Director Kathy Hellman and Recording Secretary Marie Moore.

3. Pledge of Allegiance

Mayor German led the 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) Special Work Session – July 31, 2019
- 2) Regular Session – August 7, 2019
- 3) Work Session – August 14, 2019
- 4) Special Session – August 16, 2019
- 5) Executive Session – August 16, 2019 (recorded and on file)

b) Set Next Meeting, Date and Time:

- 1) Wednesday, September 11, 2019 at 5:30 p.m. – Work Session – **Cancelled by Council – no items.**
- 2) Wednesday, September 18, 2019 at 6:30 p.m. – Regular Session – **Cancelled by Council - no items.**
- 3) Wednesday, September 25, 2019 at 6:30 p.m. – Council Hears P&Z Matters
- 4) Wednesday, October 2, 2019 at 6:30 p.m. – Regular Session

On a motion by Councilor Whatley, seconded by Councilor Buchanan, the Consent Agenda was approved as amended with the cancellation of Items 4.b.1 and 4.b.2. The motion passed unanimously with approval from Councilors Buchanan, Murdock, Whatley, Vice Mayor Jenkins and Mayor German.

5. Special Announcements and presentations.

- 5.1. Report from YAC (Youth Advisory Council) members who attended the League of Arizona Cities and Towns 2019 Annual Conference - Youth Program.** [Staff Resource: Zack Garcia/Kathy Hellman]

Zack Garcia introduced the Youth Advisory Council (President Jasmine Fang, Vice President Aidyn Woods, Members: Damien Coffey, KeLeeMae Leitner, Hannah Lewis) (YAC Members not present are: Brice Gorda, Aiden Robertson, Hope Guerra, Amber Mina) and showed photos of the YAC at the League of Arizona Cities and Towns Annual Conference Youth Program event to Council. The President of the Youth Advisory Council, Jasmine Fang spoke to Council about the event and how they participated in the event and what they learned. Ms. Fang handed out YAC business cards to the Council and Mr. Garcia explained they could contact the YAC members directly, rather than through him. The YAC is taking on new fiscal responsibility by managing the Library's vending machine.

Councilor Whatley expressed her appreciation to YAC for joining her in carrying the Town Flag at the Parade of Flags, League of Arizona Cities and Town's Annual Conference, opening event and their participation in the Youth Program.

Mayor German commended the YAC for how they presented themselves at the conference.

5.2. Award presentation ceremony to Deputy Ty Wantland from Mothers Against Drunk Driving (MADD) for DUI Officer of the Year for the Camp Verde Marshal's Office. [Staff Resource: Corey Rowley]

Commander Brian Armstrong introduced Arizona State Programs Manager for Mothers against Drunk Driving in Arizona, Helain Day who explained the purpose of MADD and the award as the 2019 MADD Hero.

Deputy Ty Wantland graciously accepted the award with explanation as to why such an award is so meaningful to him.

Mayor German commended the MADD program for all it does for the local communities.

5.3. Promotional ceremony and badge presentation for the promotion of the new Lieutenant within the Marshal's Office. [Staff Resource: Corey Rowley]

Commander Brian Armstrong explained that the organization structure has been changed and with that, a new position of Lieutenant was created. Commander Armstrong gave a brief overview of what the application process involved for the position and indicated that Daniel Jacobs was selected for the position.

Marshal Corey Rowley proceeded to swear Officer Jacobs into the position of Lieutenant. Officer Jacobs daughter was present for the pinning ceremony.

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

None.

7. Business. Legal action can be taken.

7.1. Discussion & possible authorization for Mike Showers to sign and deliver any & all such documents necessary to consummate the deed in lieu of foreclosure of the property located at 4092 Cripple Dr., Camp Verde, Arizona (Listed as Lot 384, Verde Lakes Estates, according to the plat of record)

in Book 14 of Maps, page 10, records of Yavapai county, Arizona). [Staff Resource: Mike Showers]

Finance Director Mike Showers explained to Council that this is a simple process, and is a requirement from the Title Company in order for the matter to be handled. Mr. Showers explained that the property is a “home grant” property and the property will be taken back by the Town of Camp Verde in the foreclosure process.

Vice Mayor Dee Jenkins clarified that the town would end up with the property and what the value of property is. Mr. Showers explained that the note on the property is \$72,850.00 that will be paid off when the property is sold.

Mr. Showers explained the criteria of the home grant program. Vice Mayor Jenkins questioned if there would be a cash loss value on the Town of Camp Verde. Mr. Showers explained that the Town would incur only the cost of the transfer fee.

Councilor Whatley questioned who makes the determination of whether the property is sold or utilized again for the home grant program. Mr. Showers stated the Town Manager and the Community Development Director are considering whether to re-establish this “housing service” in the Town. The decision will come back to the Council on what will happen with the property after the transfer.

On a motion by Councilor Murdock, seconded by Councilor Whatley, Council approved the authorization for Mike Showers to sign and deliver any & all such documents necessary to consummate the deed in lieu of foreclosure of the property located at 4092 Cripple Creek Dr., Camp Verde. Motion carries unanimously with approval from Councilors Buchanan, Murdock, Whatley, Vice Mayor Jenkins and Mayor German.

7.2. Approve Finance Director Michael Showers to submit Annual Expenditure Limitation Reports to the State on behalf of the Town of Camp Verde retroactively for FY19 and forward until further notice. [Staff Resource: Mike Showers]

Finance Director Mike Showers explained that the State now requires Councils to specifically name the person submitting the Annual Expenditure Limitation Reports to the State and this matter can be done one time until Council decides to have another individual submit the required reports.

On a motion by Councilor Murdock, seconded by Vice Mayor Jenkins, Council approved Finance Director Michael Showers to submit Annual Expenditure Limitation Reports to the State on behalf of the Town of Camp Verde retroactively for FY19 and forward until further notice. Motion carries unanimously with approval from Councilors Buchanan, Murdock, Whatley, Vice Mayor Jenkins and Mayor German.

7.3. Discussion, consideration and possible approval of Resolution 2019-1030, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, urging the Arizona Legislature to hear and ratify an amendment to the Constitution of the United States relative to Equal Rights for men and women. [Requested by: Councilor Whatley]

Councilor Whatley explained that multiple cities and towns in Arizona are encouraging the state to move forward with the amendment. There are currently 37 states that ratified the ERA, with a requirement of 38 states to ratify this amendment. Councilor Whatley indicated her desire to have Arizona be that 38th state.

On a motion by Councilor Whatley, seconded by Vice Mayor Jenkins, Council approved Resolution 2019-1030, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, urging the Arizona Legislature to hear and ratify an amendment to the Constitution of the United States relative to Equal Rights for men and women. The motion passed unanimously with approval from Councilors Buchanan, Murdock, Whatley, Vice Mayor Jenkins and Mayor German.

7.4. Discussion, consideration and possible direction to Staff regarding the Friends of the Verde River donation request for Watershed Report Card and the State of the Verde Watershed Conference. [Requested by: Mayor German]

Mayor German indicated that last year this donation request was not addressed and he wants Council to learn about the program and what the donation will put in place for this year. Mayor German introduced Executive Director Nancy L.C. Steele, D. Env., Friends of the Verde River who gave a brief introduction of her experience working with other watershed organizations. Ms. Steele gave a brief overview of Friends of the Verde River, the association formation, incorporation and merger with two other organizations, which has brought them to where they are at with an 11-member board and 10 staff members. Ms. Steele spoke of events and the program goals of the association and all that encompasses the watershed area of the Verde River.

Ms. Steele presented a PowerPoint presentation to Council, which included information regarding the collaboration taking place within the association and how the included associates make financial contributions, which allow Friends of the Verde River to continue to work on habitat restoration, improving ecosystem functions, improving water quality and inspiring more people to help.

Mayor German indicated that supporting the Friends of the Verde River coincides with the Town of Camp Verde General Plan in supporting the Verde River.

Ms. Steele explained that the association is looking to raise approximately \$30,000.

Vice Mayor Jenkins questioned where the funding would be coming from in the Town's budget, if approved. Mayor German indicated that he recommends Council direct the Town Manager on using reserve funding up to a certain amount.

Mayor German spoke strongly of his support in donating funding to the program.

Ms. Steele introduced Tony Gioia as the Vice President of the association and commended him for all that he does within the organization.

Councilor Murdock spoke of her memories of the Verde River from childhood and agrees the river needs to be treasured and preserved. Councilor Murdock

expressed her appreciation to the organization and what they are accomplishing.

On a motion by Councilor Murdock, seconded by Councilor Whatley, Council directed the Town Manager to research funding resources for the Friends of the Verde River donation request up to \$8,000.00. The motion passed unanimously with approval from Councilors Buchanan, Murdock, Whatley, Vice Mayor Jenkins and Mayor German.

7.5. League of Arizona Cities and Towns 2019 Annual Conference Recap of Sessions attended and general feedback. [Requested by: Mayor Charles German]

Mayor German indicated that there is an “app” available for the review of the conference and recommends it be used to recap the sessions as well as recommended Council review the session “engage our differences”.

Vice Mayor Jenkins indicated that the meetings were great with varied subjects and how the session on private public partnership and opportunity zone was extremely informative for the Town of Camp Verde. Vice Mayor Jenkins requested a strategic work session specifically regarding the Opportunity Zone in Camp Verde and how significant it is to the future of the Town.

Mayor German suggested Vice Mayor Jenkins meet with Economic Development Director Steve Ayers and then have a work session scheduled.

8. Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)

None.

9. Council Informational Reports.

Councilor Buchanan attended the Verde River Waterways kick off at the library, and the Inter-governmental meeting in Cottonwood hosted by Yavapai County.

Vice Mayor Jenkins attended the League conference, the Verde River Waterways event, the Intergovernmental meeting, and the Mayors, Managers, Supervisors and Nations Bi-annual meeting hosted by the Yavapai Apache Nation.

Mayor German attended League conference as previously discussed as well as the GAMA meeting who are currently working on setting up a meeting with the Governor regarding the short-term rental issue. Mayor German also attended the NACOG regional meeting in Flagstaff. Both the GAMA and NACOG meeting minutes were emailed out to Council for their information.

Councilor Murdock requested that discussion take place regarding the Heritage fund when a meeting takes place with the Governor. Councilor Murdock indicated she attended the Annual League Conference and found it to be very motivating.

Councilor Whatley attended the Annual League Conference and expressed that short-term rentals is a subject that needs to be kept on top of. Councilor Whatley requested a work session on recycling and what Camp Verde can do to implement a program. Councilor Whatley attended the Verde River Waterway event and commended the Town Library for the event. Ms. Whatley attended the Jazz festival at the Phillip

England Center of Performing Arts and encouraged more people to attend future events and feels the events are phenomenal.

10. Manager/Staff Report

Marshal Rowley thanked Council for the opportunity to recognize the Marshal's Department during the meeting and spoke of the growing concern of increased drug use in the local school system. Marshal Rowley spoke on receiving a resignation this week and the support all department heads have shown for Ana Yates. CVMO will be giving Council a presentation in the near future regarding CIP items and money savings.

11. Adjournment

The meeting adjourned at 7:59 p.m.

Attest:

Mayor Charles German

Judy Morgan, CMC, Town Clerk

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 Council Meeting of the Town Council of Camp Verde, Arizona, held on September 4, 2019. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2019.

Judy Morgan, CMC, Town Clerk

Agenda Item 4c



Town of Camp Verde

Agenda Report Form – Section I

Meeting Date: September 25, 2019

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

Requesting Department: Clerk’s Office

Staff Resource/Contact Person: Judy Morgan

Agenda Title (be exact): Possible approval of Special Event Liquor License application for Verde Valley Rangers Sheriff’s Posse for Fort Verde Days event, being held on October 11-12, 2019. [Staff Resource: Judy Morgan]

List Attached Documents: Application for Special Event License

Estimated Presentation Time: 0

Estimated Discussion Time: 0

Reviews and comments Completed by:

- Town Manager: _____ Department Head: Judy Morgan
- Town Attorney Comments: _____
- Risk Management: _____
- Finance Department
Fiscal Impact:
Budget Code: n/a Amount Remaining: _____
Comments:

Background Information: Application was submitted to the Clerk’s Office on ___ for Council approval. No posting is required.

Recommended Action (Motion): Approve the Special Event Liquor License application for Verde Valley Rangers for Fort Verde Days event to be held on October 11-12, 2019.

Instructions to the Clerk: Process application



Arizona Department of Liquor Licenses and Control
 800 W Washington 5th Floor
 Phoenix, AZ 85007-2934
 www.azliquor.gov
 (602) 542-5141

FOR DLLC USE ONLY

Received Date:
Job #:
CSR:
License #:

APPLICATION FOR SPECIAL EVENT LICENSE
 Fees: \$25.00 per day for 1-10 days (consecutive) Cash Checks or Money Orders Only
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.
 The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event.

SECTION 1 Applicant must be a member of a qualifying nonprofit organization, political party, or Government entity and authorized by an Officer, Director, or Chairperson of the Organization.

1. Applicant: Rezzonico Tyler Scott [Redacted]
Last First Middle

2. Applicant's mailing address: po bo 1505 Camp Verde Az
City State Zip

3. Applicant's home/cell phone: (928) [Redacted] Applicant's business phone: ()
City State Zip

4. Applicant's email address: [Redacted]

SECTION 2 Name of Organization, Candidate or Political Party/Gov.: Verde Valley Rangers Sheriffs Posse

SECTION 3 Non-Profit/IRS Tax Exempt Number: 86-0669881

SECTION 4 Event Location: Camp Verde Town Soccer Field

Event Address: 75. E Hollamon St Camp Verde AZ 86322

SECTION 5 Dates and Hours of Event. Days must be consecutive but may not exceed 10 consecutive days.
 See A.R.S. § 4-244(15) and (17) for legal hours of service.

PLEASE FILL OUT A SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>10/11/2019</u>	<u>Friday</u>	<u>2pm</u>	<u>11 pm</u>
DAY 2:	<u>10/12/2019</u>	<u>Saturday</u>	<u>9am</u>	<u>11:59 pm</u>
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY 10:	_____	_____	_____	_____

SECTION 6 What type of security and control measures will you take to prevent violations of liquor laws at this event?
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

3 Number of Police 4 Number of Security Personnel Fencing Barriers

Explanation: 3 police officers walking around event
4 plus posse members helping with security

SECTION 7 Will this event be held on a currently licensed premise and within the already approved premises? Yes No
(If yes, Local Governing Body Signature not required)

Name of Business _____ License Number _____ Phone (include Area Code) _____

SECTION 8 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation and check one of the following boxes.

- Place license in non-use
- Dispense and serve all spirituous liquors under retailer's license
- Dispense and serve all spirituous liquors under special event
- Split premise between special event and retail location

(IF USING RETAIL LICENSE, PLEASE SUBMIT A LETTER OF AGREEMENT FROM THE AGENT/OWNER OF THE LICENSED PREMISES TO SUSPEND OR RUN CONCURRENT WITH THE PERMANENT LICENSE DURING THE EVENT. IF THE SPECIAL EVENT IS ONLY USING A PORTION OF THE PREMISES, AGENT/OWNER WILL NEED TO SUSPEND THAT PORTION OF THE PREMISES.)

SECTION 9 What is the purpose of this event?

- On-site consumption Off-site (auction/wine/distilled spirits pull) Both

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?
 Yes No (If yes, attach explanation.)

2. How many special event days have been issued to this organization during the calendar year? 3
(The number cannot exceed 10 days per year.)

3. Is the Organization using the services of a Licensed Contractor?
 Yes No If yes, please provide the following: Name of Licensed Contractor: _____

4. Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol?
 Yes No If yes, please provide the following: Name of Licensee _____ License #: _____

5. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name Verde Valley Rangers Sheriffs posse Percentage: 100%

Address po box 1505 camp verde az 86322

Name _____ Percentage: _____

Address _____
Street City State Zip

Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

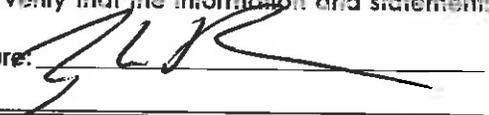
NO ALCOHOLIC BEVERAGES SHALL LEAVE A SPECIAL EVENT UNLESS THEY ARE IN AUCTION WINE OR DISTILLED SPIRITS PULL SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE.

SECTION 11 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. Please attach a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

ATTACH DIAGRAM

If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control. Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction.

I, (Print Full Name) Tyler Razonico, hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: 

LOCAL GOVERNING BOARD

Date Received: _____

I, _____ recommend APPROVAL DISAPPROVAL
(Government Official) (Title)

On behalf of _____
(City, Town, County) Signature Date Phone

DLLC USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: ____/____/____

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

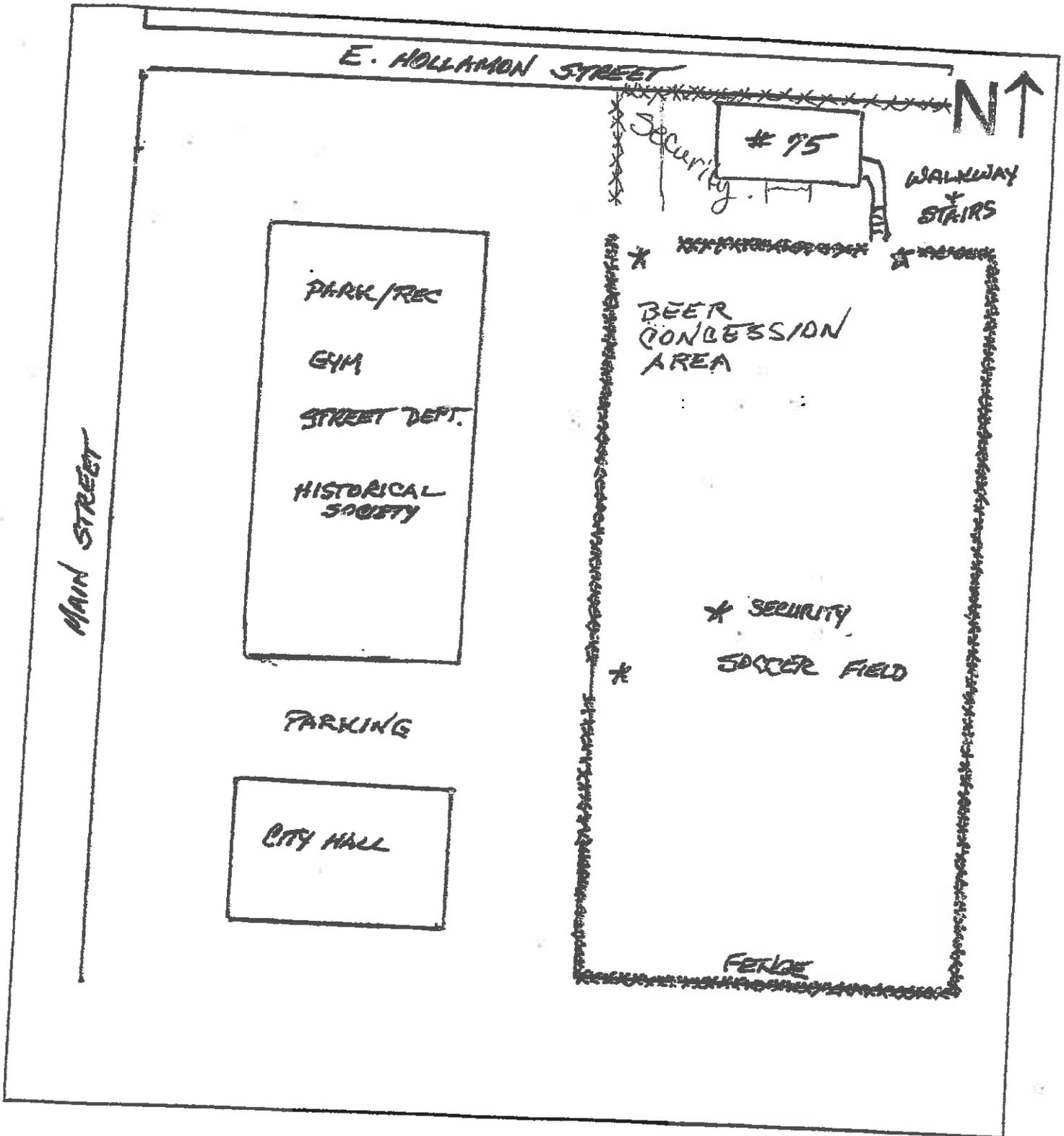
D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.

SPECIAL EVENT LICENSED PREMISES DIAGRAM
(This diagram must be completed with this application)

Special Event Diagram: (Show dimensions, serving areas, and label type of enclosure and security positions)
NOTE: Show nearest cross streets, highway, or road if location doesn't have an address.



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Agenda Item 4d



Town of Camp Verde

Agenda Report Form – Section I

Meeting Date: September 25, 2019

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

Requesting Department: Clerk’s Office

Staff Resource/Contact Person: Judy Morgan

Agenda Title (be exact): Possible approval of Special Event Liquor License application for Friends of the Verde River for Jackpot Ranch’s State of the Verde Watershed Conference event, for the date of October 29, 2019. [Staff Resource: Judy Morgan]

List Attached Documents: Application for Special Event License

Estimated Presentation Time: 0

Estimated Discussion Time: 0

Reviews and comments Completed by:

- Town Manager: _____ Department Head: Judy Morgan
- Town Attorney Comments: _____
- Risk Management: _____
- Finance Department
 Fiscal Impact:
 Budget Code: n/a **Amount Remaining:** _____
 Comments:

Background Information: Application was submitted to the Clerk’s Office on ___ for Council approval. No posting is required.

Recommended Action (Motion): Approve the Special Event Liquor License application for Friends of the Verde River for Jackpot Ranch’s State of the Verde Watershed Conference event, for the date of October 29, 2019.

Instructions to the Clerk: Process application

#4674
9-16-19



Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

FOR DLLC USE ONLY

Received Date:
Job #:
CSR:
License #:

APPLICATION FOR SPECIAL EVENT LICENSE
 Fees: \$25.00 per day for 1-10 days (consecutive) Cash Checks or Money Orders Only
 A service fee of \$25.00 will be charged for all dishonored checks (A.R.S § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.
The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event.

SECTION 1 Applicant must be a member of a qualifying nonprofit organization, political party, or Government entity and authorized by an Officer, Director, or Chairperson of the Organization.

1. Applicant: Jones Laura F [REDACTED]
Last First Middle

2. Applicant's mailing address: P. O. Box 2535 Cottonwood AZ 86326
City State Zip

3. Applicant's home/cell phone: [REDACTED] Applicant's business phone: (928) 451-6860
State Zip

4. Applicant's email address: [REDACTED]

SECTION 2 Name of Organization, Candidate or Political Party/Gov.: Friends of the Verde River

SECTION 3 Non-Profit/IRS Tax Exempt Number: 45-2927355

SECTION 4 Event Location: Jackpot Ranch

Event Address: 2025 Reservation Loop Road Camp Verde, AZ 86326

SECTION 5 Dates and Hours of Event. Days must be consecutive but may not exceed 10 consecutive days.
See A.R.S. § 4-244(15) and (17) for legal hours of service.

PLEASE FILL OUT A SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>October 29, 2019</u>	<u>Tuesday</u>	<u>4:00 PM</u>	<u>9:00 PM</u>
DAY 2:	<u> </u>	<u> </u>	<u> </u>	<u> </u>
DAY 3:	<u> </u>	<u> </u>	<u> </u>	<u> </u>
DAY 4:	<u> </u>	<u> </u>	<u> </u>	<u> </u>
DAY 5:	<u> </u>	<u> </u>	<u> </u>	<u> </u>
DAY 6:	<u> </u>	<u> </u>	<u> </u>	<u> </u>
DAY 7:	<u> </u>	<u> </u>	<u> </u>	<u> </u>
DAY 8:	<u> </u>	<u> </u>	<u> </u>	<u> </u>
DAY 9:	<u> </u>	<u> </u>	<u> </u>	<u> </u>
DAY 10:	<u> </u>	<u> </u>	<u> </u>	<u> </u>

SECTION 6 What type of security and control measures will you take to prevent violations of liquor laws at this event?
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

0 Number of Police 0 Number of Security Personnel Fencing Barriers

Explanation: Jackpot Ranch is a private property with secured fencing. Friends of the Verde River staff will be monitoring wine and beer tasting for guests.

SECTION 7 Will this event be held on a currently licensed premise and within the already approved premises? Yes No
(If yes, Local Governing Body Signature not required)

Name of Business

License Number

Phone (Include Area Code)

SECTION 8 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation and check one of the following boxes.

- Place license in non-use
- Dispense and serve all spirituous liquors under retailer's license
- Dispense and serve all spirituous liquors under special event
- Split premise between special event and retail location

(IF USING RETAIL LICENSE, PLEASE SUBMIT A LETTER OF AGREEMENT FROM THE AGENT/OWNER OF THE LICENSED PREMISES TO SUSPEND OR RUN CONCURRENT WITH THE PERMANENT LICENSE DURING THE EVENT. IF THE SPECIAL EVENT IS ONLY USING A PORTION OF THE PREMISES, AGENT/OWNER WILL NEED TO SUSPEND THAT PORTION OF THE PREMISES.)

SECTION 9 What is the purpose of this event?

- On-site consumption Off-site (auction/wine/distilled spirits pull) Both

SECTION 10

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?
 Yes No (If yes, attach explanation.)

2. How many special event days have been issued to this organization during the calendar year? 2
(The number cannot exceed 10 days per year.)

3. Is the Organization using the services of a Licensed Contractor?

Yes No If yes, please provide the following: Name of Licensed Contractor: _____

4. Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol?

Yes No If yes, please provide the following: Name of Licensee _____ License #: _____

5. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name Friends of the Verde River Percentage: 100%

Address P. O. Box 2535 Cottonwood, AZ 86326

Name _____ Percentage: _____

Address _____

Street

City

State

Zip

Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

NO ALCOHOLIC BEVERAGES SHALL LEAVE A SPECIAL EVENT UNLESS THEY ARE IN AUCTION WINE OR DISTILLED SPIRITS PULL SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE.

SECTION 11 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. Please attach a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

ATTACH DIAGRAM

If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control. Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction.

I, (Print Full Name) Laura Jones hereby swear under penalty of perjury and in compliance with A.R.S. § 4-210(A)(2) and (3) that I have read and understand the foregoing and verify that the information and statements that I have made herein are true and correct to the best of my knowledge.

Applicant Signature: [Signature]

LOCAL GOVERNING BOARD

Date Received: _____
I, _____ recommend APPROVAL DISAPPROVAL
(Government Official) (Title)
On behalf of _____
(City, Town, County) Signature Date Phone

DLIC USE ONLY

APPROVAL DISAPPROVAL BY: _____ DATE: ____/____/____

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.

E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.

F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.

Google Maps Jackpot Ranch



Imagery ©2019 Google, Imagery ©2019 Maxar Technologies, USDA Farm Service Agency, Map data ©2019 100 ft

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Agenda Item 5.1



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: September 25, 2019

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

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Corey Rowley

Agenda Title (be exact): Overview of the Defense Reutilization and Marketing Office (DERMO) and Law Enforcement Support Office (LESO) "1033 Program" in which the Marshal's Office participates to procure surplus military equipment for Law Enforcement use.

List Attached Documents:

Estimated Presentation Time: 10 Minutes

Estimated Discussion Time: 10 Minutes

Reviews and comments Completed by:

- Town Manager: _____ **Department Head:** Corey Rowley
- Town Attorney Comments:** _____
- Risk Management:** _____
- Finance Department**
Fiscal Impact:
Budget Code: _____ **Amount Remaining:** _____
Comments:

Background Information:

The Marshal's Office participates in the "1033" Military Surplus program managed by the Defense Reutilization and Marketing Office (DERMO) of the U.S. Government and Law Enforcement Support Office (LESO), which makes surplus military and government equipment available to police agencies to utilize in law enforcement operations.

The Marshal's Office has obtained a variety of items and equipment from this program for use in our department, which has saved the Town a large amount of money they otherwise may have spent to purchase these items for "normal" police functions or to respond to emergencies. This overview will provide a report of the items obtained and a cost savings analysis.

Recommended Action (Motion):

Instructions to the Clerk:

Town of Camp Verde



Agenda Item Submission Form / Section I: Ordinance 2019-A446 Zoning Map Change Application #20190256 Abide Maternity Home

Meeting Date: September 25, 2019 Town Council Meeting

- Consent Agenda
- Recommendation to Council
- Executive Session Requested
- Presentation Only
- Action/Presentation

Requesting Department: Community Development
Staff Resource/Contact Person: Carmen Howard, Community Development Director

Applicant: Michele Evans, CEO for Abide Maternity Home
Application: Zoning Map Change 2019-0256 request to rezone (1) approximate acre located at 2480 N. Arena Del Loma, Parcel No. 403-19-137, in Camp Verde.

Agenda Title (be exact):

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA FOR A ZONING MAP CHANGE FROM RS (RESIDENTIAL AND SERVICES) TO RS-PAD (RESIDENTIAL AND SERVICES, PLANNED AREA DEVELOPMENT), TO PROVIDE 4 RV SITES FOR TRANSITIONAL RESIDENT HOUSING. THE 1-ACRE PARCEL IS LOCATED AT 2480 N. ARENA DEL LOMA, PARCEL NO. 403-19-137, IN CAMP VERDE, YAVAPAI COUNTY, ARIZONA.

List Attached Documents:

- Ordinance 2019-A446 (Prop 207 Waiver and legal description on file with Community Development)
- Staff Report
- Application and supporting documents
- NB meeting documents
- P&Z Minutes from 9/5/2019.

Estimated Presentation Time: 10 minutes.
Estimated Discussion Time: 10 minutes

Reviews Completed by:

- Department Head: Carmen Howard
- Town Attorney review:
- Comments: In Staff Report
- Comments: Ordinance for form

Town of Camp Verde: September 25, 2019 Town Council

BACKGROUND:

Abide has operated the Anna House Maternity Home at its current location since June 2017. In November 2017, they received approval for a zoning map change on the property from R1-35 (Residential: Single Family / 35,000 Square-Foot Minimum Lot Size) to RS (Residential and Services) to facilitate growth for their program. The home has been a positive presence in the neighborhood.

The property is one acre in size and utilizes a former church building, allowing for the care of five women and their babies and an on-site caretaker. The zoning change to RS incorporated institutional uses and multiple dwelling units to permit the group home setting. The property has since been updated to include a playground, garden area, and one recreational vehicle through a temporary use permit approval. The proposed site plan shows that the RV spaces will be situated on the south side of the parcel, allowing for ample space on the north side for parking for the residents, staff, and guests.

The current application is to create a Planned Area Development (PAD) on the property to develop an area to house four recreational vehicles. This program is called “Abide Next Step”, providing for graduation to the next phase. The RV spaces will serve as transitional housing to teach them how to manage their own households and start saving for future residences.

THE FOLLOWING HAS BEEN COMPLETED BY THE APPLICANT AND/OR STAFF:

- The applicant posted the subject property and mailed out letters to property owners within 300’, which invited them to the neighborhood meeting on June 11, 2019.
- The meeting was held at 2480 N. Arena Del Loma. There was one attendee from the public and three Abide representatives at the meeting. The attendee was given a tour of the property and they offered comments regarding their proposal (see below).
- Community Development Staff mailed out sixteen [16] letters to properties owners within three hundred (300) feet of the subject parcel on July 26, 2019. This letter advised the neighbors of the tentative Planning & Zoning Public Hearing and Town Council meeting dates, times, and location.
- A Notice of Public Hearing was placed in the Verde Independent–Camp Verde Bugle newspaper on August 11, 2019, by Community Development Staff.
- A Notice of Public Hearing was posted in public places on August 8, 2019, and on the subject property at 2480 N. Arena Del Loma on August 22, 2019, by Community Development Staff.
- The Planning & Zoning Commission agenda was posted in public places on August 29, 2019, by Community Development Staff.
- The Planning & Zoning Commission held a public hearing on September 5, 2019 and forwarded a recommendation of approval to the Town Council.

COMMUNICATIONS FROM AGENCIES/PUBLIC:

Staff has received no comments from the public regarding this request. However, at the neighborhood meeting, the one attendee did provide these comments to Abide representatives:

Paul Stevik: Mr. Stevik did not have any objections to the proposal. He did offer suggestions that the occupants of the RVs not be allowed to store items underneath the units and that they consider putting skirting around the base for aesthetics.

There was a member of the community who attended the Planning Commission meeting and voiced some concerns. Please see Planning Commission minutes relating to the Public Hearing for details on the discussion.

Staff has received no comments from agencies.

GENERAL PLAN:

The Abide Maternity Home property is located within the Middle Verde Character Area. The existing uses are primarily residential, ranging from low density to high density uses. The commercial ventures include recreational vehicle parks, a well drilling business, an animal sanctuary, and two ranches that provide event venues. Other properties include National Forest Service and State Land, and portions of the Yavapai-Apache Nation.

This request complies with the General Plan in this Character Area as follows:

- The Preferred Non-Residential Zoning Districts in this Character area include the existing zoning of RS and Planned Unit Developments (PUDs) – which have been replaced with the designation of “Planned Area Developments (PADs)”. The PAD will allow for the
- Goal A: Encourage the preservation of existing neighborhood densities and enhance existing neighborhoods by appropriate and compatible services including public facilities.
 - *This property is located just north of an existing manufactured home park. The addition of recreational vehicle spaces on the subject property would be compatible with this use.*
- Goal A.2: Promote areas for community service needs, including but not limited to sites for schools, utilities, and parks, trails, open spaces, and flood control within all new developments.
 - *The maternity home already provides a needed community service. The expansion of their program to allow transitional housing will further this service for the existing home and a similar, potential use in the future.*

STAFF RECOMMENDATION:

Staff recommends approval of the request for a Zoning Map Change application to RS-PAD (Residential-Services, Planned Area Development), which would allow the development of recreational vehicle spaces on the Abide Maternity Home property.

RECOMMENDED MOTION:

A MOTION TO APPROVE AN APPLICATION FOR A ZONING MAP CHANGE, AS REQUESTED BY THE PROPERTY OWNER, ABIDE MATERNITY HOME, FROM RS (RESIDENTIAL-SERVICES) TO RS-PAD (RESIDENTIAL-SERVICES, PLANNED AREA DEVELOPMENT), TO DEVELOP RECREATIONAL VEHICLE SPACES FOR TRANSITIONAL HOUSING. THE PROPERTY IS LOCATED AT 2480 N. ARENA DEL LOMA, ON PARCEL 403-19-137.



ORDINANCE 2019 A446

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA FOR A ZONING MAP CHANGE FROM RS (RESIDENTIAL AND SERVICES) TO RS-PAD (RESIDENTIAL AND SERVICES, PLANNED AREA DEVELOPMENT), TO PROVIDE 4 RV SITES FOR TRANSITIONAL RESIDENT HOUSING. THE 1-ACRE PARCEL IS LOCATED AT 2480 N. ARENA DEL LOMA, PARCEL NO. 403-19-137, IN CAMP VERDE, YAVAPAI COUNTY, ARIZONA. AND PROVIDING THAT THIS ORDINANCE SHALL BE EFFECTIVE THIRTY (30) DAYS AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.

WHEREAS, the Town of Camp Verde adopted the Planning and Zoning Ordinance 2011-A374, approved May 25, 2011, and

WHEREAS, Part 6, Section 600(C)(1) of the Planning and Zoning Ordinance allows for the amendment, supplementation or change of zoning boundaries by the Town Council of the Zoning Map of Camp Verde under the Planning & Zoning Ordinance, and

WHEREAS, On November 1st, 2017, the Town Council approved Ordinance 2017-A427, An ordinance authorizing an amendment to the Town Zoning Map, changing the classification of Parcel No. 403-19-137 from R1-35 (Residential, Single Family 35,000 sq ft Min Lot Size) to RS (Residential and Services) to allow for a maternity home, and

WHEREAS, The applicant, Abide Maternity Home, finds that they have achieved significant success with their program and desires to add an option for their residents to transition to independent living by providing longer housing assistance for graduates, and

WHEREAS, Abide Maternity Home submitted application 20190256, a Zoning Map Change application requesting to rezone the property as a Planned Area Development in order to develop 4 RV pads to add the independent living option to their program, and

WHEREAS, the Mayor and Council find that the requested re-zoning will be beneficial to the community and is in conformity with the Camp Verde General Plan, and

WHEREAS, the Mayor and Council find that the procedures required by ARS §9-462.03 and 9-462.04 have been complied with in connection with this zoning action, and

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

Section 1. The Town Council hereby finds as follows:

- A. A request for **Zoning Map Change 2019-0256** was filed by Michele Evans, CEO for Abide Maternity Home, to rezone the subject parcel from RS (Residential and Services) to RS-PAD (Residential and Services, Planned Area Development) zoning to provide RV spaces to provide transitional resident housing FOR the following described real property: Parcel No. 403-19-137, approximately one acre, legally described and attached as exhibit "A".
- B. The Planning & Zoning Commission reviewed the request on September 5, 2019 in a public hearing that was advertised and posted according to state law and recommended approval of Zoning Map Change 2019-0256.
- C. The proposed Zoning Map Change Amendment will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.
- D. The Waiver of Diminution of Value Claim has been signed by the property owners and is attached as exhibit "B".

Section 2. That this ordinance be hereby expressly conditioned as follows:

- 1. Approval by the Town Council of a Final Development Site Plan to be reviewed by the Planning and Zoning Commission, and approved by the Town of Camp Verde Town Council as required by the Town of Camp Verde Planning and Zoning Ordinance and Subdivision Regulations Section 203 L.2. PAD (Planned Area Development), Scope, Site Plan requirements, Section 400 D.1. prior to issuance of any building permits;

In the event of non-compliance with any of the above conditions, the zoning designation for the described properties may revert from RS PAD (Residential and Services, Planned Area Development) back to the original designation of RS (Residential and Services) in accordance with the procedures set forth in ARS §9-462.01(E).

Section 3. All ordinances or parts of ordinances adopted by the Town of Camp Verde in conflict with the provisions of this ordinance or any part of the code adopted are hereby repealed, effective as of the effective date of this ordinance.

Section 4. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 5. This ordinance is effective upon the expiration of a thirty 30-day period following the adoption hereof and completion of publication and any posting as required by law.

PASSED AND APPROVED BY A MAJORITY VOTE OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON THIS 25TH DAY OF SEPTEMBER 2019.

Charles German - Mayor

Approved as to form:

Bill Sims - Town Attorney

Date: _____

Attest: _____
Judith Morgan, Town Clerk



Land Use

JUL 24 '19 PM 12:55

Application Form

1. Application is made for:

- | | | |
|-------------------------------------------|---------------------|----------------------|
| Zoning Map Change | Use Permit | Temporary Use Permit |
| Conceptual Plan Review | Preliminary Plat | Final Plat |
| PAD Final Site Plan Review | Variance | Appeal |
| Street Abandonment | Minor Land Division | Wireless Tower |
| Administrative Review | Lot Line Adjustment | Zoning Verification |
| Development Standards Review (Commercial) | Other: _____ | |

2. Project Name: Abide Next Step

3. Contact information: (a list of additional contacts may be attached)

Owner Name: <u>Abide Maternity Home</u>	Applicant Name: <u>Michele Evans</u>
Address: <u>PO Box 3758</u>	Address: <u>414 W Azure Place</u>
City: <u>Camp Verde</u> State: <u>AZ</u> Zip: <u>86322</u>	City: <u>Camp Verde</u> State: <u>AZ</u> Zip: <u>86322</u>
Phone: <u>928-202-9402</u>	Phone: <u>928-202-9402</u>
E-mail: <u>michele@AbideMaternityHome.com</u>	E-Mail: <u>Michele@AbideMaternityHome.com</u>

4. Property Description: Parcel Number 403-19-137 Acres: 1

Address or Location: 2480 N arena Del Luna

Existing Zoning: RS Existing Use: maternity home

Proposed Zoning: RS w/ PAD Proposed Use: larger housing assistance for graduates

5. Purpose: (describe intent of this application in 1-2 sentences)

We will have 4 RV pads for our clients to use as part of our program, to allow affordable housing for them to transition to independent living.

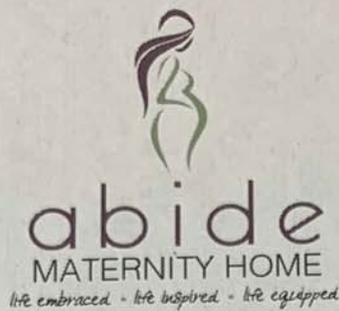
6. Certification:

I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action. I have also attached a completed Permission to Enter form for consent to access the property regarding this action.

Owner: Michele Evans, CEO Date: 7-10-19

I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted prior to having this application processed.

Applicant: Michele Evans Date: 7-10-19



August 1, 2019

Town of Camp Verde
Community Development Department
473 South Main Street
Suites 108 & 109
Camp Verde, AZ 86322

Re: 2480 North Arena Del Loma
Parcel 403-19-137

Dear Carmen, Melinda, and team,

As you know, we currently operate a maternity home for homeless pregnant women at the address above. A year or two ago, we rezoned the property in order to potentially add a building to the site. The purpose was to offer a transition for women who complete our program, where they could have their own independent space at a rent they can afford for a period of time, before moving out to full independence.

We have shifted gears a bit, but would still like to provide a transitional opportunity for our graduates in the form of RV spaces. Our goal is to have four nice, professionally done, landscaped spots with RV connections so that a graduate could live in their RV on our property for a year. We would then be able to charge them a rent they could afford, and they'd still be able to continue saving for a home of their own.

We plan to develop the property so that it looks very nice, with a wall along the south side. This will enable us to level out the ground above the wall, reclaiming use of the area that is now unusable because of the hill. The RV spots will be professionally done with a concrete patio of approximately 8' x 20' and a pad of decomposed granite. Each will have its own electrical pedestal, water, and sewer connections.

We do have a nice grass and playground area, which will be for use by people staying on the RV spots. Additional landscaping, including some shade trees, will be added as well.

Thank you for your time and consideration.

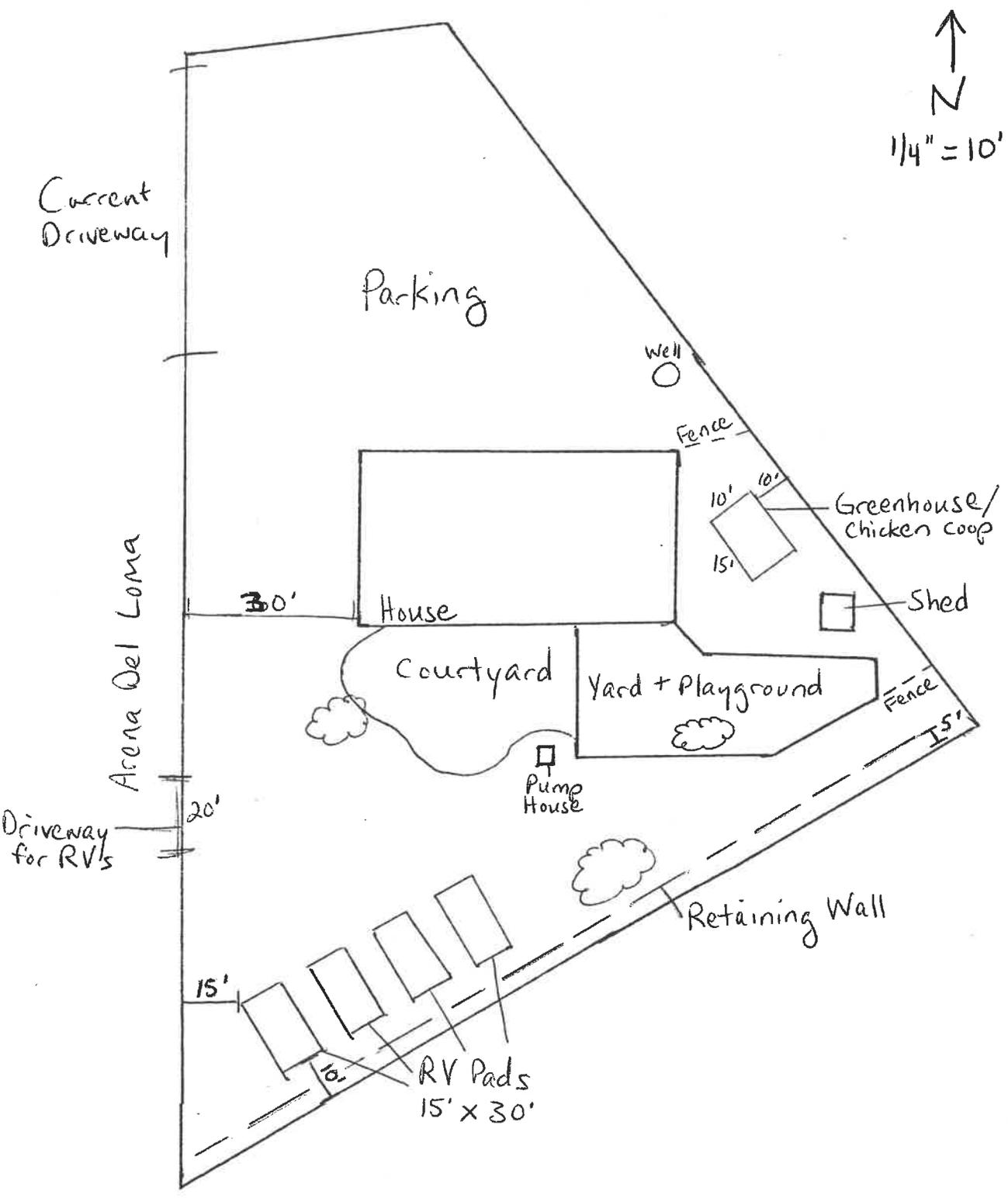
Michele Evans, CEO

ABIDE MATERNITY HOME

PO Box 3758 • Camp Verde, AZ 86322

928.567.LIFE • info@AbideMaternityHome.com • www.AbideMaternityHome.com

Abide Maternity Home: 2480 N. Arena Del Loma Parcel 403-19-137
 Zoned RS • 1 Acre • S13-T14N-R04E



403-19-137
 Abide Maternity Home 2480 N Arena Del Loma
 ZONING MAP CHANGE RS-PAD 20190256

JUL 24 '19 PM 12:56



May 16, 2019

Janna and John White
2403 N. Private Drive
Camp Verde, AZ 86322

Re: 2480 N. Arena Del Loma

Dear Neighbor:

As you know, we currently operate a maternity home for homeless pregnant women at the address above. A year or two ago, we rezoned the property in order to potentially add a building to the site. The purpose was to offer a transition for women who complete our program, where they could have their own independent space at a rent they can afford for a period of time, before moving out to full independence.

We have shifted gears a bit, but would still like to provide a transitional opportunity for our graduates in the form of RV spaces. Our goal is to have four nice, professionally done, landscaped spots with RV connections so that a graduate could live in their RV on our property for a year. We would then be able to charge them a rent they could afford, and they'd still be able to continue saving for a home of their own.

We would like to invite you to a meeting at the property address above to hear more about our plans, and also to ask any questions or voice any concerns you may have. We will be applying to the Town of Camp Verde for consideration of our proposal, and this invitation to the meeting is part of our requirement for that consideration. The meeting will be held on Tuesday, June 11th, at 5:30pm.

If you cannot attend, but would like to share some comments with us, please feel free to do so in writing and return in the envelope provided. We will be copying all such information to the Town as part of our application.

Sincerely,

Michele Evans

ABIDE MATERNITY HOME

PO Box 3758 • Camp Verde, AZ 86322

928.567.LIFE • info@AbideMaternityHome.com • www.AbideMaternityHome.com

Affidavit

I, Michele Evans, owner/agent of parcel 403-19-137 have notified the neighbors within 300' of above property, by sending letters on May 16 2019 to notify them of the neighborhood meeting that I conducted on the 11th day of June 20 19.

I posted my property with meeting the date, time, and place, on the 17th day of May 20 19, and taken a photograph of such posting.

I, Michele Evans; owner/agent of parcel 403-19-137 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: Our meeting began at 5:35pm on June 11, 2019. Present were Michele Evans, Patty Zeid, Brian Dugan (all Abide representatives) and neighbor Paul Stevick. Patty explained Abide's Next Step program and the desire to build 4 RV pads, retaining wall, and landscaping. Paul asked a few questions, we walked around the property, and described how the pads would be set up. Paul expressed that he didn't have any objections to our plan and requested that we prohibit RV clients from storing things under their RVs, and that we consider skirting them so they look nicer. Meeting concluded at 6:10pm

If Summary statement is too long, attach a copy.

State of Arizona}

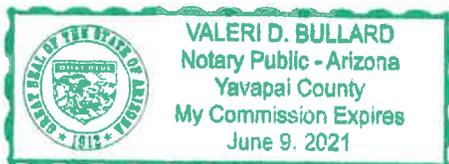
County of Yavapai}

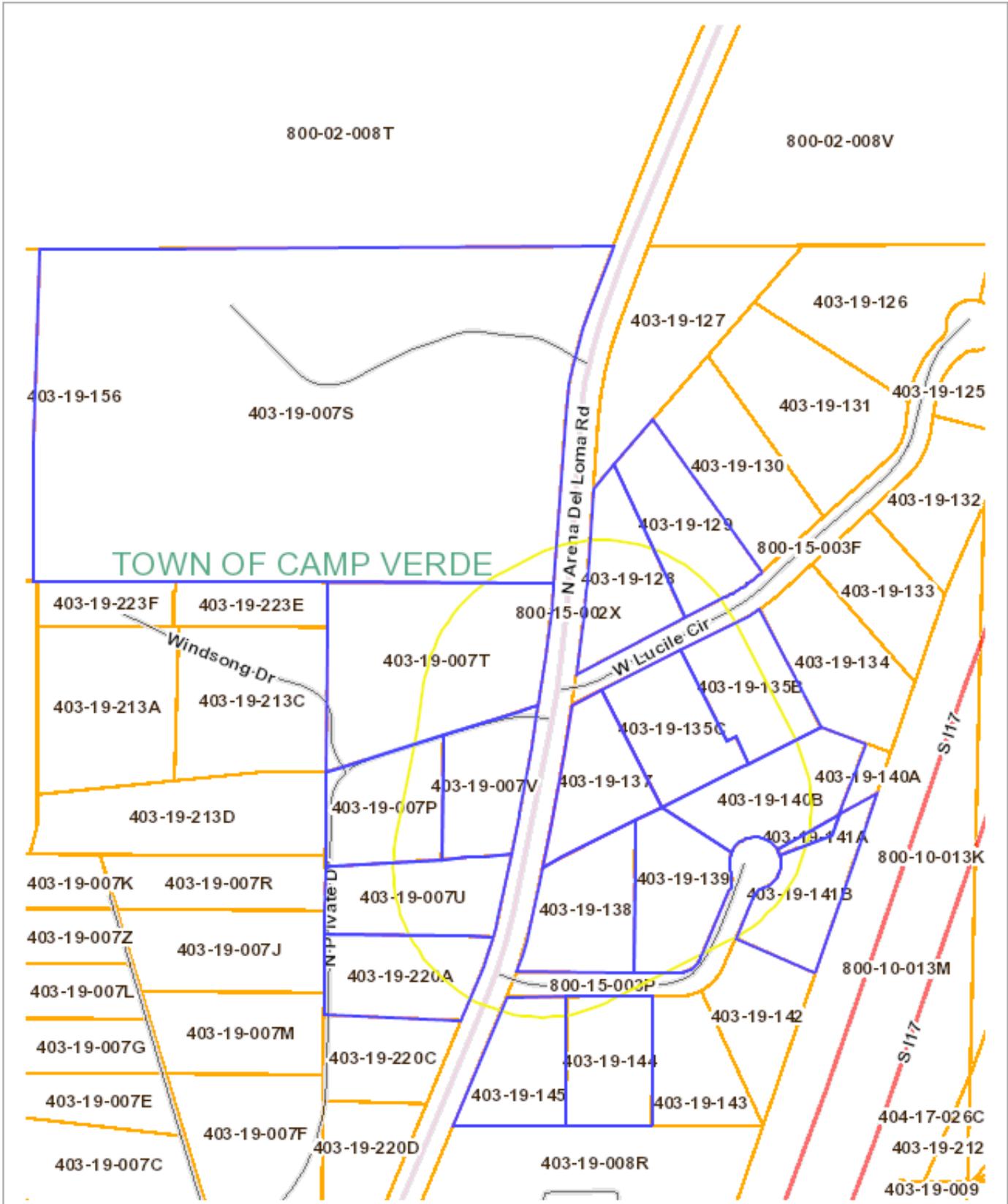
Michele Evans
Signature of Document Signer No. 1

Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 23rd day of July 20 19.

Valeri D. Bullard
Signature of Notary





Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.

Map printed on: 7.26.2019

From Melinda Lee 5/15/19

JUL 24 '19 PM12:56

- Parcel, Owner, Address, City, State, Zip
- 403-19-007P, White Janna L & John W Rs, 2403 N Private Dr, Camp Verde, AZ, 863227543
- 403-19-141A, Ruiz Manuel & Sabina Rs, Po Box 1812, Camp Verde, AZ, 863221812
- 403-19-135B, Turner Nancy M, 5690 Pearl Dr, Sun Valley, NV, 894337524
- 403-19-135C, Myers Robert E & Eileen Rs (bd), 1155 W Lucile Cir, Camp Verde, AZ, 863227502
- 403-19-129, Turnipseed Lavone & Joye Rev Liv Trust, 1140 W Lucile Cir, Camp Verde, AZ, 863227537
- 403-19-141B, Green Noah L & Mary L Rs, Po Box 1159, Camp Verde, AZ, 863221159
- 403-19-140B, Ruiz Manuel & Sabina Rs, Po Box 1812, Camp Verde, AZ, 863221812
- 403-19-007U, Mclean Marian D &, Po Box 3087, Camp Verde, AZ, 863223087
- 403-19-138, Freeman Raymond &, 1180 W Janice Cir, Camp Verde, AZ, 863227539
- 403-19-139, Stevick Paul & Lesa Rs, 1150 W Janice Cir, Camp Verde, AZ, 863227539
- 403-19-007T, Myers Kenneth E & Elizabeth J Jt, Po Box 1738, Camp Verde, AZ, 863221738
- 403-19-128, Frantum Robert Edward , 1175 W Lucile Cir, Camp Verde, AZ, 863227502
- 403-19-144, Lozano Anthony M & Laurie H (jt), Po Box 699, Clarkdale, AZ, 863240699
- 403-19-145, Salinas John Kevin, 948 W Apache Trl, Camp Verde, AZ, 863227476
- 403-19-220A, Serna Ruben & Maria Jt Ui &, 45 N Shorthorn, Camp Verde, AZ, 86322
- 403-19-007V, Alvarado Efrain Paniagua &, 2467 N Private Dr, Camp Verde, AZ, 863227543
- 403-19-007S, Animal Guardian Network Inc, 4815 E Carefree Hwy Suite 108-504, Cave Creek, AZ, 853314717

Arhona -

Could you please check to make sure I've got addresses and names correct and then mail these w/ a return envelope? Thanks! Mye 5/16/19

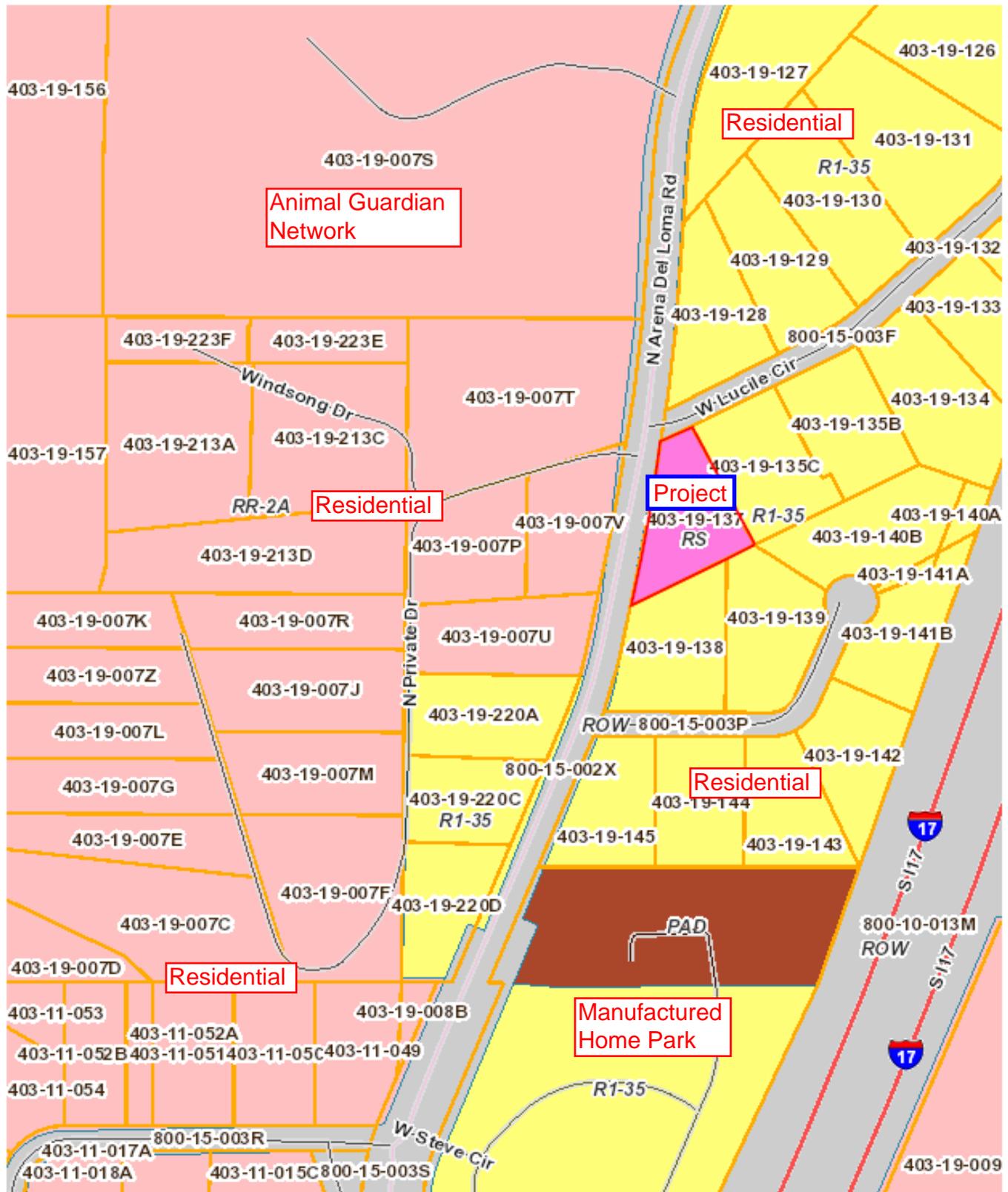


Held June 11, 2019 at 5:30pm at
Neighborhood Meeting 2480 N Arena Del Loma
Sign in Sheet Camp Verde AZ 86322

PLEASE PRINT

Name	Address	E-Mail
Paul Stevick	928-301-4202	

Exhibit A: Abide Next Step
Zoning Map Change / PAD
Vicinity, Zoning, and Land Use



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Map printed on: 8.27.2019



Town of Camp Verde

**Agenda Item Submission Form / Section I: Ordinance 2019-A447
Zoning Map Change Application #20190245 / CCJB Holdings**

Meeting Date: September 25, 2019 Town Council Meeting

Requesting Department: Community Development

Staff Resource/Contact Person: Melinda Lee, Town Planner

Applicant: CCJB Holdings, LLC

Application: Zoning Map Change to apply uniformity to the property at 3905 W. Old State Highway 279, Parcel No. 403-16-002C, in Camp Verde.

Agenda Title (be exact):

AN ORDINANCE TO THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, FOR A ZONING MAP CHANGE FROM RR-2A (RURAL RESIDENTIAL, 2-ACRE MINIMUM LOT SIZE) TO APPLY UNIFORM ZONING OF M1 (INDUSTRIAL: GENERAL) THROUGHOUT THE PROPERTY, ON PARCEL NO. 403-16-002C, IN CAMP VERDE, YAVAPAI COUNTY, ARIZONA.

List Attached Documents:

Ordinance 2019-A447 (Prop 207 Waiver and legal description on file with Community Development
Staff Report
Application and supporting documents
Neighborhood Meeting Documents
P&Z Minutes from 9/5/2019

Estimated Presentation Time: 10 minutes.

Estimated Discussion Time: 10 minutes

Reviews Completed by:

Town Manager, Russ Martin

Comments: In Staff Report

Town Attorney review:

Comments: Ordinance for form

Town of Camp Verde: September 25, 2019 Town Council

BACKGROUND:

In May 2019, CCJB Holdings purchased an 11.18-acre parcel at 3905 W. Old State Highway 279. The previous uses included Alliance Street Works, a commercial paving company; approximately 2 acres for residential; and the remaining portion has been vacant, unused land. The original manufactured home that was on site has been removed.

The property has dual zoning on it; M1 (Industrial: General) and RR-2A (Residential: Rural, 2-Acre Minimum Lot Size). The dual zoning for the property is not necessary and as a general practice within the department, is requested to be resolved whenever possible. Dual zoning can create problems with zoning enforcement.

The current property owner has begun the process of growing hemp on the property, with the intent to begin manufacturing tiny homes on the site in the future. The applicant will work with staff at a later date for this phase of proposal. There is an approved Temporary Use Permit for the recreational vehicle on site, for caretaker's quarters, which will be replaced with permanent caretaker's quarters.

THE FOLLOWING HAS BEEN COMPLETED BY THE APPLICANT AND/OR STAFF:

- The applicant posted the subject property and mailed out letters to property owners within 300', which invited them to the neighborhood meeting on July 12, 2019.
- The meeting was held at 3905 W. Old State Highway 279. There were four (4) attendees at the meeting; two (2) of which were associated with the applicant. From the public, there was one (1) person in attendance that talked about future plans for their own property; those in attendance supported the request.
- Community Development Staff mailed out sixteen five (5) letters to properties owners within three hundred (300) feet of the subject parcel on July 17, 2019. This letter advised the neighbors of the tentative Planning & Zoning Public Hearing and Town Council meeting dates, times, and location.
- A Notice of Public Hearing was placed in the Verde Independent–Camp Verde Bugle newspaper on August 11, 2019, by Community Development Staff.
- A Notice of Public Hearing was posted on August 8, 2019, and on the subject property on August 22, 2019, and in public places by Community Development Staff.
- The Planning & Zoning Commission agenda was posted in public places on August 29, 2019, by Community Development Staff.

COMMUNICATIONS FROM AGENCIES/PUBLIC:

Staff has received no comments from the public regarding this request.

Staff has received no comments from agencies regarding this request.

GENERAL PLAN:

This property is located in the 260 West Character Area. There is a diverse mix of existing uses in this Area, including residential, commercial, industrial, and recreational. The Yavapai-Apache Nation and National Forest Service accounts for approximately 63% of this Character area.

This requests complies with the General Plan, based on the following:

- The Old State Highway corridor has primarily industrial uses, with mostly existing zoning that is compatible with the uses. The remaining properties that have RR-2A Zoning are National Forest land, vacant, and a gravel yard, with only one residence existing.
- The Preferred Non-Residential Zoning Districts along Old State Highway 279 and abutting State Route 260 range from C1 (Commercial: Neighborhood Sales & Services) to M2 (Industrial: Heavy).
- Goal A: Promote regional commercial and employment opportunities.
 - A.1: Encourage regional commercial and employment centers to support the region's needs.
 - *By eliminating the RR-2A Zoning on this parcel, it allows a more industrial-oriented use throughout the property. Maintaining an industrial zone and rural residential zone would create incompatible uses on the same parcel.*

STAFF RECOMMENDATION:

Staff recommends approval of the request for a Zoning Map Change to remove the RR-2A (Residential: Rural, 2-Acre Minimum Lot Size) zoning from parcel 403-16-002C.

RECOMMENDED MOTION:

A MOTION TO RECOMMEND APPROVAL OF AN APPLICATION FOR ZONING MAP CHANGE ON A PORTION OF A PROPERTY, AS REQUESTED BY THE PROPERTY OWNER, CCJB HOLDINGS, FROM RR-2A (RESIDENTIAL: RURAL, 2-ACRE MINIMUM LOT SIZE) DISTRICT TO MATCH THE ZONING OF M1 (INDUSTRIAL: GENERAL) ON THE REMAINING PORTION OF THE PROPERTY, LOCATED AT 3905 W. OLD STATE HIGHWAY 279, ON PARCEL 403-16-002C.



ORDINANCE 2019 A447

AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA FOR A ZONING MAP CHANGE FROM RR-2A (RURAL RESIDENTIAL, 2-ACRE MINIMUM LOT SIZE) TO MATCH THE ZONING OF M1 (INDUSTRIAL: GENERAL) ON THE REMAINING PORTION OF THE PROPERTY, ON PARCEL NO. 403-16-002C, IN CAMP VERDE, YAVAPAI COUNTY, ARIZONA AND PROVIDING THAT THIS ORDINANCE SHALL BE EFFECTIVE THIRTY (30) DAYS AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.

WHEREAS, the Town of Camp Verde adopted the Planning and Zoning Ordinance 2011-A374, approved May 25, 2011, and

WHEREAS, Part 6, Section 600(C)(1) of the Planning and Zoning Ordinance allows for the amendment, supplementation or change of zoning boundaries by the Town Council of the Zoning Map of Camp Verde under the Planning & Zoning Ordinance, and

WHEREAS, the Mayor and Council find that the requested re-zoning will be beneficial to the community and is in conformity with the Camp Verde General Plan, and

WHEREAS, the Mayor and Council find that the procedures required by ARS §9-462.03 and 9-462.04 have been complied with in connection with this zoning action, and

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

Section 1. The Town Council hereby finds as follows:

A request for **Zoning Map Change 2019 A447** was filed by CCJB Holdings, property owner, to rezone the subject parcel from RR-2A (Rural Residential, 2-Acre Minimum Lot Size) to match the zoning of M1 (Industrial: General) on the remaining portion of the property, on Parcel No. 403-16-002C, in Camp Verde, Yavapai County, Arizona.

- A. The legal description is attached as Exhibit "A". The above described parcel contains an area of approximately 11.18 acres.
- B. The Planning & Zoning Commission reviewed the request on September 5, 2019 in a public hearing that was advertised and posted according to state law and recommended approval of Zoning Map Change 2019-0245.

- C. The proposed Zoning Map Change Amendment will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.
- D. The Waiver of Diminution of Value Claim has been signed by the property owners and is attached as Exhibit "B".

Section 2. All ordinances or parts of ordinances adopted by the Town of Camp Verde in conflict with the provisions of this ordinance or any part of the code adopted, are hereby repealed, effective as of the effective date of this ordinance.

Section 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 4. This ordinance is effective upon the expiration of a thirty 30-day period following the adoption hereof and completion of publication and any posting as required by law.

PASSED AND APPROVED BY A MAJORITY VOTE OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON THIS 25TH DAY OF SEPTEMBER, 2019.

Charles German - Mayor

Date: _____

Approved as to form:

Attest: _____
Judith Morgan, Town Clerk

Bill Sims - Town Attorney

Revised 06/05/18

Application #: 20190245



Land Use Application Form

1. Application is made for:

Zoning Map Change

Conceptual Plan Review

PAD Final Site Plan Review

Street Abandonment

Administrative Review

Development Standards Review (Commercial) Other: _____

Use Permit

Preliminary Plat

Variance

Minor Land Division

Lot Line Adjustment

Temporary Use Permit

Final Plat

Appeal

Wireless Tower

Zoning Verification

2. Project Name: _____

3. Contact information: (a list of additional contacts may be attached)

Owner Name: CCJB HOLDINGS, LLC

Applicant Name: JOHN BRADSHAW

Address: P.O. BOX 2487

Address: 2481 W. STATE RT 89A

City: SEDONA State: AZ Zip: 86339

City: SEDONA State: AZ Zip: 86336

Phone: 928-282-3131

Phone: 928-300-3217

E-mail: _____

E-Mail: j.bradshaw@casedona.com

4. Property Description: Parcel Number 403-16-002C Acres: 11.18

Address or Location: 3905 W. Old State Hwy 279

Existing Zoning: M1 and RR-2A Existing Use: Processing

Proposed Zoning: M1 Proposed Use: Hemp - growing & Processing

5. Purpose: (describe intent of this application in 1-2 sentences)
All other hemp related business.
ASLO Nursery & Small home Construction.

6. Certification:

I certify that I am the lawful owner of the parcel(s) of land affected by this application and hereby consent to this action. I have also attached a completed Permission to Enter form for consent to access the property regarding this action.

Owner: [Signature] Date: 6-19-2019

I certify that the information and attachments I have submitted are true and correct to the best of my knowledge. In filing this application, I am acting with the knowledge and consent of the property owner(s). I understand that all materials and fees required by the Town of Camp Verde must be submitted prior to having this application processed.

Applicant: [Signature] Date: 7-15-2019

June 25, 2019

Re: Rezoning application for parcel 403-16-002C – Camp Verde, AZ

To Whom it May Concern,

CCJB Holdings, LLC is proposing to process an application to change the zoning from M1 and RR-2A to M1 for the property located at 3905 W. Old State Hwy 279 in Camp Verde, Arizona.

In May of this year, this property, which is approximately 11.18 acres, was purchased by CCJB Holdings. The property is bordered by land held in trust for the Yavapai Apache Nation and two private individuals. We are proposing to develop this land into an agricultural farm for the growing and processing of Hemp. The majority of the property is zoned M1 (Industrial: General) which allows for the growing and processing of agricultural products, with approximately 2 acres of the land zoned for residential (RR-2A). We do not intend to utilize the land for residential so are requesting that the RR-2A be removed from the current zoning and the entire 11.18 acres designated M1.

The Hemp operation will be a year-round endeavor, with both growing and processing taking place simultaneously. “Tiny Homes” will be manufactured on the property. This operation will be scheduled between the hours of 7:00 am and 6:00 pm, Monday – Friday, with occasional weekend shifts when necessary.

There will be a permanent caretaker’s home on the property in the future.

The neighborhood meeting for this proposal will be held at the property located at 3905 W. Old State Route 279 on July 12, 2019 at 11:00 am.

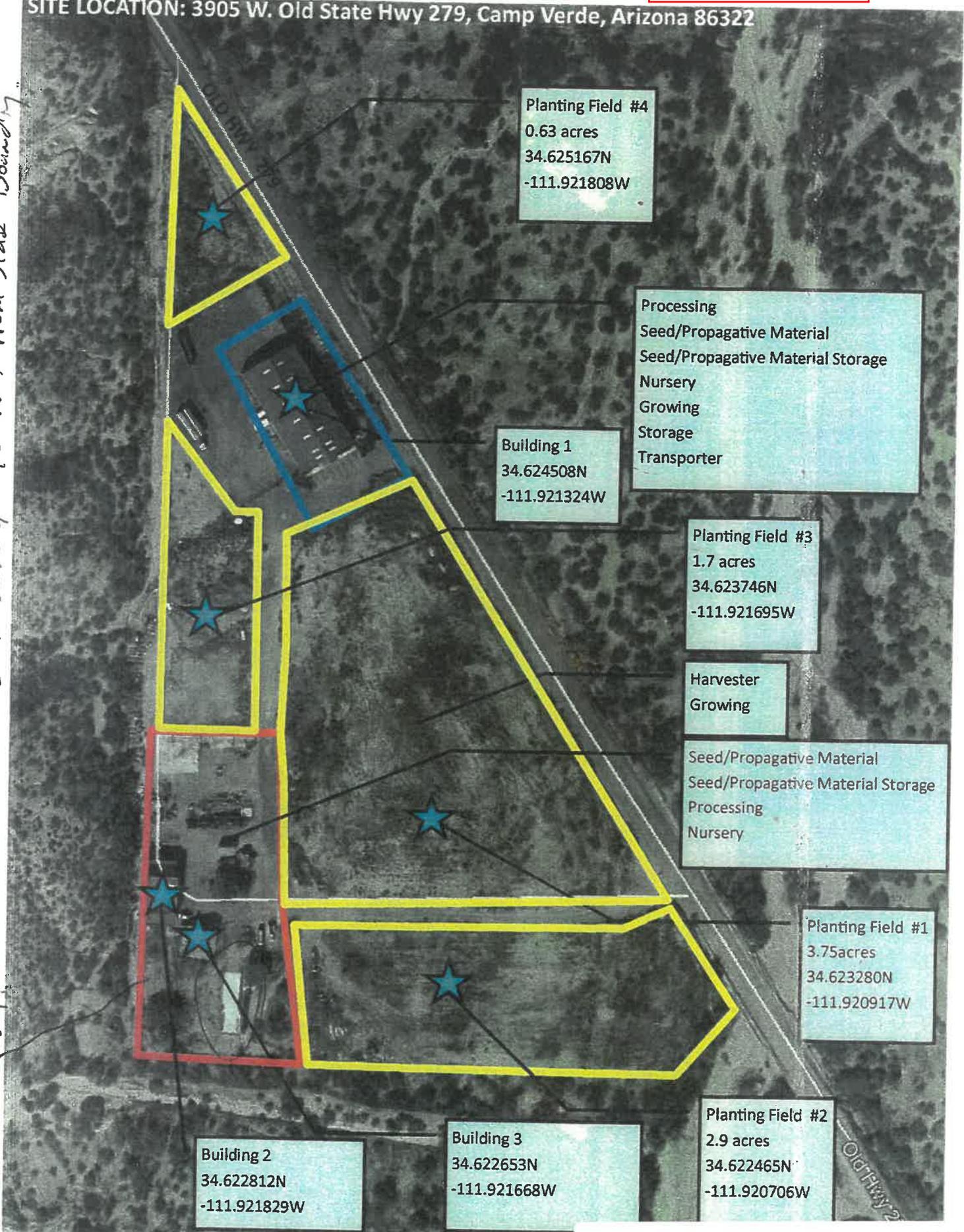
Please submit written comments to me and/or attend the meeting in person to discuss the requested change in zoning.

Sincerely,

John Bradshaw - CCJB Holdings
P.O. Box 2487
Sedona, AZ 86339
928-300-3217

SITE LOCATION: 3905 W. Old State Hwy 279, Camp Verde, Arizona 86322

Approx - 100 feet from back boundary 40 feet from side boundary



June 25, 2019

Re: Rezoning application for parcel 403-16-002C – Camp Verde, AZ

To Whom it May Concern,

CCJB Holdings, LLC is proposing to process an application to change the zoning from M1 and RR-2A to M1 for the property located at 3905 W. Old State Hwy 279 in Camp Verde, Arizona.

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There will be a permanent caretaker’s home on the property in the future.

The neighborhood meeting for this proposal will be held at the property located at 3905 W. Old State Route 279 on July 12, 2019 at 11:00 am.

Please submit written comments to me and/or attend the meeting in person to discuss the requested change in zoning.

Sincerely,

John Bradshaw - CCJB Holdings
P.O. Box 2487
Sedona, AZ 86339
928-300-3217

Affidavit

I, JOHN BRADSHAW, owner/agent of parcel 403-16-002C have notified the neighbors within 300' of above property, by sending letters on JUNE 25, 2019 to notify them of the neighborhood meeting that I conducted on the 12th day of JULY 20 19.

I posted my property with meeting the date, time, and place, on the 26th day of JUNE 20 19, and taken a photograph of such posting.

I, JOHN BRADSHAW, owner/agent of parcel 403-16-002C 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: Meeting was attended by 2 neighboring property owners. Discussion and questions were mainly having to do with the processes and future development of 260 corridor. Henry Smith, Yavapai, Apache Nation Councilman, shared his vision of turning land into agricultural and sports facilities.

No negative comments were received.

No written comments or questions were received.

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

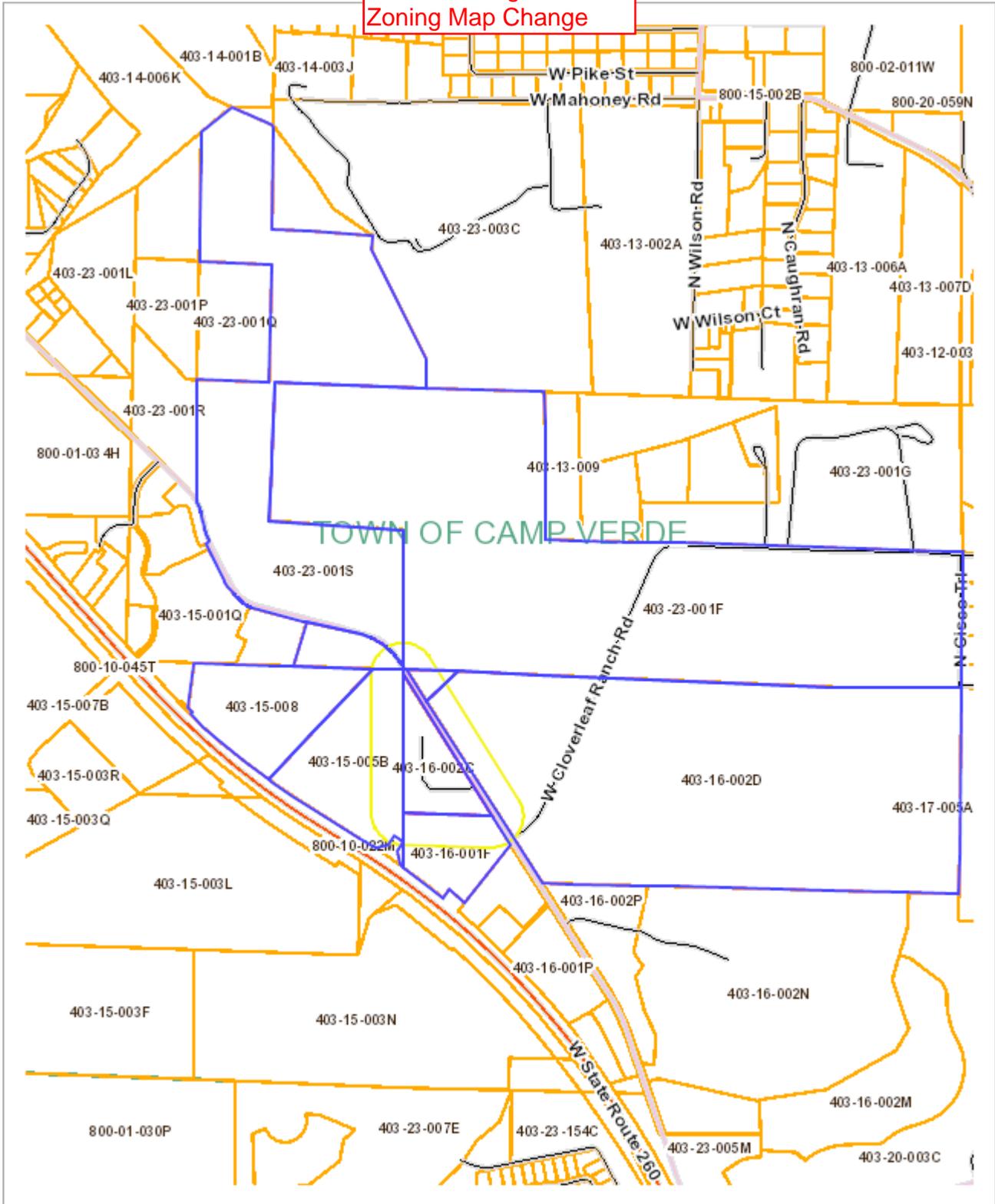
Subscribed and sworn to (or affirmed) before me this 15th day of July 20 19.



GINA MILLER
Notary Public - State of Arizona
YAVAPAI COUNTY
My Commission Expires
August 11, 2020

[Signature]
Signature of Notary

300' Notification Buffer
CCJB Holdings
Zoning Map Change



Disclaimer: Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.

Map printed on: 6.18.2019

NOTIFICATION BUFFER 403-16-002C

Parcel, Owner, Address, City, State, Zip
403-16-001F, Jump William S , 4020 N Cherry Rd, Camp Verde, AZ, 863228040
403-15-005A, Jump William S , 4020 N Cherry Rd, Camp Verde, AZ, 863228040
403-15-001D, Bussing Robert F, 4001 Old State Highway 279, Camp Verde, AZ, 863228702
403-15-008, Jarmac Inc, 4020 N Cherry Rd, Camp Verde, AZ, 863228040
403-23-001F, United States Of America, 2400 W Datsi St, Camp Verde, AZ, 86322
403-16-002E, United States Of America, 2400 W Datsi St, Camp Verde, AZ, 86322
403-23-001S, United States Of America, 2400 W Datsi St, Camp Verde, AZ, 86322
403-15-005B, Jump William S , 4020 N Cherry Rd, Camp Verde, AZ, 863228040
403-16-002D, United States Of America, 2400 W Datsi St, Camp Verde, AZ, 863228412

Neighborhood Meeting Sign in Sheet

PLEASE PRINT

Name	Address	E-Mail
Henry Smith	YAVAPA Apache Nation Council member	
Christina Brogden	967 Sayla Ln Camp Verde	
Rob Witt	465 W Herckford dr Camp Verde AZ 86322	robertmwitts@gmail. com
Sharie Benson	Cynergy Med LLC	

DRAFT MINUTES
Regular Session & Public Hearing
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY, SEPTEMBER 5, 2019
6:30 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

Vice Chairman George called the meeting to order at 6:30 p.m.

2. Roll Call

Vice Chairman Bruce George, Commissioners: Mike Hough, Greg Blue, Jackie Baker, Cris McPhail and Steve Vanlandingham were present. Chairman Chip Norton was absent.

Also Present

Community Development Director Carmen Howard, Town Planner Melinda Lee, Administrative Assistant-Assistant Planner Laura Roche, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Vice Chair George 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:

June 13, 2019 – Regular Session

B. Set Next Meeting, Date and Time:

TBD

Motion was made by Commissioner Blue to accept the consent agenda as presented. Second was made by Commissioner Baker. **Motion** carried unanimously with Vice Chairman George, Commissioners Blue, McPhail, Hough, and Baker approving.

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 comments were made.

6. Public Hearing Items:

A. Public Hearing, Discussion, and Possible Recommendation to the Town Council regarding an application submitted by Michele Evans, Abide Maternity Home, property owner, for a Zoning Map Change from RS (Residential and Services) District to RS-PAD (Residential and Services, Planned Area Development) District, to accommodate RV sites for housing their transitional residents. The 1-acre parcel is located at 2480 N. Arena Del Loma, Parcel No. 403-19-137, in Camp Verde, Yavapai County, Arizona.

Declare Actions:

Public Hearing Open: 6:33 pm

Call for Staff Presentation:

Town Planner Melinda Lee stated Abide Maternity Home is getting ready to expand their program and have applied for a PAD. She gave a brief background of the program. Abide wants to do an RV Park of four spaces instead of constructing a building for their transitional residents. Ms. Lee reviewed the size of the property and the amenities the property has. She stated there is one RV space on the property already after having applied for a Temporary Use Permit. The applicant held a neighborhood meeting with one neighbor in attendance; they suggested to have no outside storage under the units and placing a skirting around base of the units.

Ms. Lee stated the all posting requirements have been met and that the property is in Middle Verde Character Area. The surrounding uses are compatible with what they are proposing; it does comply with the General Plan. The property owners are requesting the property to be converted to RS-PAD to allow recreational vehicles on site as a permanent use. She reviewed the goals of a Character Area and presented views of the property and proposed site plan.

Ms. Lee reported that staff recommends approval of this application.

Commissioner Blue asked about the septic. Ms. Lee stated that they need to expand the existing septic and are working on it with Yavapai County.

Commissioner Blue asked how many RV spaces are proposed; Ms. Lee stated a total of four RV spaces are planned.

Commissioner Hough is concerned about the type of RV that could be parked there and the quality of an RV over a period of time. Ms. Lee stated the property owner is responsible for type of vehicle that would be allowed to park there that certain issues could be handled under the nuisance ordinance. Abide plans for each client to bring in their own unit; they would not be owned by Abide.

Vice Chair George asked if they can put in more units in the future. Ms. Lee stated that during the final approval for the site plan, they will have to indicate how many spaces they plan to have and would have to come back with an amendment if they wanted to expand.

Call for Applicant Presentation:

Bill Feldmeier, representative for Abide, introduced himself and stated he was available for questions.

Commissioner Baker stated the property wouldn't be sufficient to add more RVs in the future because of inadequate parking and the current building location. Mr. Feldmeier stated they are not interested in adding more RV sites.

Commissioner George asked if it would be acceptable to add skirting around the bottom of the RVs. Mr. Feldmeier stated that would be a legitimate request.

Commissioner Baker stated that skirting could become expensive, a retaining wall might be an option to be able to hide any clutter. Mr. Feldmeier stated putting up fencing with mesh screening would be less expensive than skirting.

Ms. Lee suggested adding storage sheds instead of screening or skirting for extra storage.

Call for Comments from the Public:

John White, a neighbor who is also a plumber- stated his concerns with this project:

1. The site for the RVs is on top of leach field and is next to the well house.
2. Multiple RVs will be coming in and out of there all the time.
3. The retaining wall will be blocking his view.
4. The overall up keep of an RV park; the ascetics and cleanliness.
5. The well house is sitting within 10 feet of the septic tank
6. He is not comfortable with RVs sitting within three feet of his house.
7. The suggested screening will not look classy -- it will look tacky.

Abide Representative Michelle Evans stated the well is on the other side of building and work was done on the leach line after the property was purchased. RVs will come in to the south of the leach lines and will generally be there up to a year. Visitors are not welcome on the property; there should not be a lot of traffic in and out of there.

Call for Staff and/or Applicant Rebuttal/Clarification, if appropriate:

Commissioner Hough asked if the Commission is only approving a zoning change; that a site plan will come back to them with more details at a later time. Ms. Lee stated yes, tonight's request is for the only zoning for the PAD; then a Final Site Plan will be required to come back before Commission and Council for approval.

Declare Public Hearing Closed: 7:04 pm

Call for Commission Discussion: None

Call for Staff Comments: None

Call for Motion:

Motion was made by Commissioner Baker to approve the application for a Zoning Map Change, as requested by the property owner, Abide Maternity Home, from an RS (Residential and Services) to RS-PAD (Residential and Services, Planned Area Development) to develop recreational vehicle spaces for transitional housing. The property is located at 2480 N. Arena Del Loma, Parcel No. 403-19-137. Second was made by Commissioner McPhail.

Call for Discussion of Motion: None

Call for the Question:

Motion carried unanimously with Vice Chairman George, Commissioners Blue, McPhail, Hough, Vanlandingham, and Baker approving.

B. Public Hearing, Discussion, and Possible Recommendation to the Town Council regarding an application submitted by John Bradshaw of CCJB Holdings, property owner. The proposed rezoning encompasses approximately 2 acres on an 11.18-acre parcel. The applicant is requesting a Zoning Map Change from RR-2A (Residential Rural,

2-acre Minimum Lot Size) to match the zoning of M1(Industrial: General) on the remaining portion of the property, on Parcel No. 403-16-002C, in Camp Verde, Yavapai County, Arizona.

Declare Actions:

Public Hearing Open: 7:06 pm

Call for Staff Presentation:

Community Development Director Carmen Howard stated she is recusing herself from this item. John Bradshaw is neighbor and has been dealing with the person who farms on her property. She has no financial or familial interest but she will still be recusing.

Town Planner Melinda Lee stated this property was purchased by CCJB early in 2019. Previously, there were two acres used as residential, a commercial paving operation was on site, and a large portion of it was vacant land. The current property owner has started a hemp growing operation. They intend to use the larger building to manufacture smaller homes in the future. The manufactured home that was there has been removed; the RV that is on the property has a Temporary Use Permit for caretaker's quarters. The RV will be replaced with permanent caretaker's quarters. The property has dual zoning on it; MI (Industrial: General) and RR2A zoning (Residential: Rural, 2-acre minimum Lot Size). Dual zoning for the property is not necessary and is requested to be resolved whenever possible.

Ms. Lee presented information about the project site; all posting requirements have been completed and no public comments have been received. This project complies with the General Plan and is compatible with surrounding uses, which is still mostly vacant land. The property owner would like to retain the M1 zoning and remove the other.

Ms. Lee reported that staff recommends approval of this application.

Call for Applicant Presentation:

Applicant John Bradshaw introduced himself and is available for questions. Commissioners had no questions for Mr. Bradshaw.

Call for Comments from the Public: None

Call for Staff and/or Applicant Rebuttal/Clarification, if appropriate: None

Declare Public Hearing Closed: 7:20 pm

Call for Commission Discussion: None

Call for Staff Comments: None

Call for Motion:

Motion was made by Commissioner Vanlandingham to approve the application submitted by John Bradshaw of CCJB Holdings, property owner. The proposed rezoning encompasses approximately 2 acres on an 11.18-acre parcel. The applicant is requesting a Zoning Map Change from RR-2A (Residential Rural, 2-acre Minimum Lot Size) to match the zoning of

M1(Industrial: General) on the remaining portion of the property, on Parcel No. 403-16-002C, in Camp Verde, Yavapai County, Arizona. Second was made by Commissioner Blue.

Call for the Question:

Motion carried unanimously with Vice Chairman George, Commissioners Blue, McPhail, Hough, Vanlandingham, and Baker approving.

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.)

Commissioner Baker invited everyone to attend the Harvest Moon Event that is scheduled for September 14th on the soccer field. There will be vendors and a street dance.

8. Staff Comments

Ms. Lee stated there are openings on the Board of Adjustments and Appeals. Keep that in mind if you know anyone who would be interested.

9. Adjournment

Motion was made by Commissioner Baker to adjourn the meeting. Second was made by Commissioner McPhail. **Motion** carried unanimously with Vice Chairman George, Commissioners Blue, McPhail, Hough, Baker and Vanlandingham approving. Meeting was adjourned at 7:24 PM.

Vice Chairman Bruce George
Planning & Zoning Commission

Carmen Howard
Director, Community Development

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 during the Regular Session of the Planning & Zoning Commission and Public Hearing of the Town of Camp Verde, Arizona, held on the 5th day of September 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 5th day of September 2019.

Jennifer Reed
Jennifer Reed, Recording Secretary

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Town of Camp Verde

Agenda Item Submission Form / CCJB Holdings / Annexation Request

Meeting Date: September 25, 2019 Town Council Meeting

Presentation/Action: General direction on whether to move forward with the annexation by CCJB Holdings, to incorporate Alcantara Vineyard into the Town of Camp Verde limits.

Requesting Department: Economic Development

Staff Resource/Contact Person: Steve Ayers, Economic Development Director

List Attached Documents:

- Letter of Intent
- Map of proposed Annexation Area

Estimated Presentation Time: 10 minutes.

Estimated Discussion Time: 10 minutes

July 1, 2019

Town of Camp Verde
Community Development Department
Carmen Howard – Director
473 S. Main Street Suites 108 & 109
Camp Verde, AZ 86322

Dear Ms. Howard,

CCJB Holdings, LLC has recently completed the purchase of the Alcantara Vineyard located at 3445 South Grapevine Way in an area that falls under the jurisdiction of Yavapai County. The Vineyard is made up of the five parcels listed below:

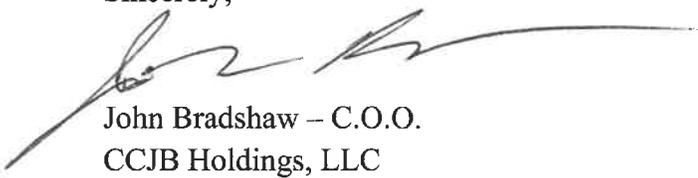
407-21-015H
407-21-015G
407-21-015A
407-21-015C
407-21-015E

CCJB Holdings, LLC would like to request that the Town of Camp Verde annex the above listed parcels into the Town of Camp Verde for inclusion in property that falls under the Town's jurisdiction.

It is our wish that the Town of Camp Verde assist in providing water, wastewater, and road improvements to the parcels listed above. This will allow for future development that will benefit the Town of Camp Verde through tax generation and the local community through the creation of jobs.

Thank you for your consideration.

Sincerely,



John Bradshaw – C.O.O.
CCJB Holdings, LLC
928-300-3217

