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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, MAY 22, 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.

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a) Approval of the Minutes:

1) Special Budget Session - May 8, 2019

b) Set Next Meeting, Date and Time:

1) Wednesday, June 5, 2019 at 5:00 p.m. – Special Training Session (Council, Commission and Board) **MANDATORY**

2) Wednesday, June 5, 2019 at 6:30 p.m. – Regular Session - CANCELLED

3) Wednesday, June 12, 2019 at 5:30 p.m. – Work and Special Sessions

4) Wednesday, June 19, 2019 at 6:30 p.m. – Regular Session

5) Wednesday, June 26, 2019 at 6:30 p.m. – Council Hears Planning & Zoning Matters

11 **c) Request for authorization for the Marshal’s Office to apply for grant funding from the National Police Dog Foundation to pay for purchase of a single purpose police canine to be incurred in FY 2019-2020. [Staff Resource: Russ Martin/Corey Rowley]**

5. Special Announcements and presentations:

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))

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7. Business. Legal action can be taken.

7.1. Extension of High View LLC Mining Conditional Use Permit until May 3, 2020. [Staff Resource: Carmen Howard]

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7.2. 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) and C3 (Commercial: Heavy Commercial) to a Planned Area Development (PAD) with C2 (Commercial: General Sales & Service) Zoning for a proposed Mixed-Use Master Planned Community. The property is approximately 185 acres, located on the South Side of State Route 260 at Aultman Parkway, APN 403-15-007B, 403-15-003Q, and 403-15-003R, in Camp Verde, Yavapai County, Arizona. [Staff Resource: Carmen Howard]

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: _____

Date/Time: _____

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 "BUDGET" SESSION
MAYOR AND COUNCIL
REVIEW WITH TOWN MANAGER & FINANCE DIRECTOR
473 S MAIN STREET, SUITE 106
WEDNESDAY, MAY 8, 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

Mayor Charles German, Vice Mayor Dee Jenkins, Councilor Robin Whatley, Councilor Joe Butner, Councilor Bill LeBeau Councilor Jessie Murdock (arrived at 5:34pm) and Councilor Buck Buchanan were present.

Also Present

Town Manager Russ Martin, Finance Director Mike Showers, Deputy Clerk Virginia Jones, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Mayor German led the Pledge

4. Special Session for FY2019-20 Budget Deliberation – Council Review with Town Manager and Finance Director. No legal action to be taken. Council deliberation and direction to modify Preliminary Budget Content.

4.1. Discussion between Council, Town Manager and Finance Director of Fiscal Year 2020 Budget [Staff Resource: Michael Showers]

Council started the budget conversation by reviewing questions submitted by Vice Mayor Jenkins. A copy is attached and becomes a part of the record. Manager Martin reviewed a couple of adjustments that were made:

- Reduction in risk management because of a lower premium cost due to receiving a rebate (net-13k)
- Change from having a part-time Bailiff to combine into a full-time CVMO Officer, the cost will be split 50/50. Part-time in the court and part-time Marshal's Office. (net+55k)

Mr. Martin talked about revenue projection and risks. He said the Operation balance is in good shape this year. Council will have to decide the risk and adjust accordingly. Martin expressed that he prefers not to deficient spend.

Council asked Finance Director Mike Showers about his forecast for the future. Mr. Showers stated that his forecast is worst case scenario, stating that he felt that 2% is a good baseline with construction continuing, and more projects lined up. Mr. Martin stated the RV park at 30% occupancy 120 spaces/units (overnights vs 30 night plus which would be in addition to) at \$50/night average. Both expected to be conservative it would generate approximately \$12,000 per month in bed and sales taxes (a little over half the total 3.65 vs 3 or 6.65 total) not including impact of other onsite sales and additional offsite sales. The impact is pretty conservatively estimated at about 200K.

Mr. Showers indicated that they have budgeted to spend reserves. He stated the key point is they haven't utilized reserves in the past, they covered it with expenses.

Councilor LeBeau stated he is under the impression that Council is attempting to pin down what the revenue may be and spend it all, adding that the sports complex will eat up a lot more money, questioning if we are thinking about saving and not spending it at all. Mr. Martin stated it is about what you want to accomplish. In government spending, we have to project enough spending, so we don't over expend that. They end up spending less because of the cap.

Councilor LeBeau stated he thought there was a long-term loan on the sports complex, he hopes it wouldn't take 25yrs to build it or have to borrow more money to finish it. He is more in the conservative column and is comfortable with managers number.

Mr. Martin stated with the revenue numbers, after all the expenses are budgeted, there is about \$135,000 not designated. He would like to consider:

1. Market Adjustment
2. Increase in the Cost of Living (COLA)
3. Merit Increases

Mr. Martin recommends some level of COLA with a possible merit increase rolled in.

Vice Mayor Jenkins quested if Councilors all agree with all of the increases in personnel. New hires or increases in hours for existing people. Mr. Martin referred to his numbers on his reference sheet.

Councilor LeBeau asked about the one full time officer. That person would be at the Marshal's Office half the time and the other half at the school. They are going to apply for a grant for a Resource Officer for the school but at this time they don't have anyone there.

Councilor Whatley inquired about the Special Events Person. We told the public we were going to have special events.

Councilor Butner said we should do the combo Court Officer/CVMO Officer. He is not in agreement with hiring a fulltime special events person because it's a lot of money for three specific events, he would like a part time person instead, which would be a lot less expensive.

Councilor Whatley stated that all Parks and Recreation people would be Special Events People. They have a lot of activities going, plus the new park. She thinks they need a full time person. There are several parks coming up that will need someone.

Councilors continued to talk about an added person for the Parks and Rec Department and when would be the appropriate time to hire them. They also talked about the Grounds Maintenance Staff would need to increase too with the added parks. Council discussed many staff would need to be hired verses less staff with more over time.

Mayor German suggested scrap hiring someone for now because the park isn't ready yet and put some money in for January but not hiring anyone for now. There will be a clearer picture when we know what bids are. Mr. Martin said they could possibly take out \$25,000.

Council agreed the following adjustments they would like to see in the budget:

- Reduce three people to two people in Parks Maintenance
- Add CVMO Officer/School Resource Officer
- Reduce Parks and Rec Leader at 11 months instead of 12
- Visitor Center go to 7 days a week, year-round for 3 people

Vice Mayor Jenkin asks what the significant items are that Mr. Martin has cut. Mr. Martin went over the list that is listed on the handout. Councilors are interested in adding IT/HR and Website/Software back into the budget.

CIP- Mr. Martin is suggesting a \$500,000 budgetary placeholder. Stating that Council will have to decide what they are keeping and what to get rid of. Mr. Martin questioned if \$500,000 was enough, too much or right on. Council appeared to be comfortable with the \$500,000.00 range.

Meeting Break: 7:18pm

Meeting Resumes: 7:25pm

Mr. Martin resumes the meeting by opening the floor for discussion regarding payroll.

Vice Mayor Jenkins indicated she was not in favor of a COLA across the board, stating that the Marshal's department has indicated that recruiting is an issue because of the salary range. She stated she would like to increase the salary range to make it easier to recruit. It is critical to have a successful Marshall's Office.

Vice Mayor Jenkins indicated that there are a handful of employees that are over their classes, classes and ranges should be correct, indicating that maybe those individuals are misclassified but should be looked at when there is talk about merit increases.

Manager Martin indicated staff will look at the market and adjust so they might slide back into the class, noting that the Council would have to approve the class adjustment.

Council agreed it is wrong to have people not correctly classified, it should be accurate and truthful. It is important to get the Marshal's Office up to standards.

Mr. Martin asked for direction for the "extra" \$135,000. Council agreed they would like to cover the cost of the Marshall's office with \$100,000 and use the remaining in Merit \$37,000, requesting the Manager do the best he can, to do both.

Mr. Martin requested any changes, to be brought to his attention before June 19th.

5. Adjournment

Mayor German adjourned the meeting at 7:49 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 the Special Budget Session of the Town Council of Camp Verde, Arizona, held on May 8, 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

ATTACHMENT TO MINUTES FROM 05-08-2019

Russ Martin: the following is a reply collectively to the email request from Councilor Dee Jenkins: Answers in **BOLD**.

1. Revenue forecast Manager recommendation is \$8,721,274 this is an increase of \$223,590 compared to the Financial Department's proposed forecast.

Please provide assumption detail for the \$223,590 variance.

Based on last year's the past few years have been increasing above inflation. Last year at 2.8 so a 5% is actually about a 2% increase for first half of year, pretty conservative. Then we've been getting another 2-3% above that in the final half so I projected 8% on this half of last year's projected sales taxes. Construction is expected to be down but it does not appear to me it will be down as days pass and other projects keep coming forward. Also this is based on increase from this year's budgeted amount which again appears to be projected short of what we will actually receive but pretty close either way.

2. Please provide list of Departmental requested increase to FTE:

Existing part time employees - by department - requested increase in hours & projected cost

New Hires by department, job title, projected hours, begin date and projected cost. In your response, please note if the FTE increase was included in the Manager's proposed budget expense (total \$8,142,136).

Approximate Cost

Wages	Total	Directors asked for:	Russ Recommend:
	1.53	<u>8 new FT EE's</u>	<u>5 New FTE EE's</u>
99850	152800	3 FT - Parks/Maintenance - Grounds Maintenance	3 FT - Parks Employees - (6 months) 76000
43500	66600	1 FT - CVMO - Officer 1	1 FT - CVMO - Officer 1 66000 (12 months)
27650	42400	1 FT - Parks - Rec Leader	1 FT - Parks - Rec Leader 42400 (11 months)
32200	49300	1 FT - Streets/HURF - Equipment Operator	1 FT - Streets/HURF - Equipment Operator

79000	120900	1 FT - Library - Library Specialist	1 FT - Library - Library Specialist
		1 FT - Library - PT to FT Cataloger	1 FT - Library - PT to FT Cataloger
30000	45900	Wastewater OT	Wastewater OT
		<u>2 new PT (20hrs) EE</u>	<u>2 new PT (20hrs) EE</u>
13500	20700	1 PT - Court Security Officer	1 PT - Court Security Officer (Shared with CVMO now)
		<u>9 increased PT Hours EE</u>	<u>9 increased PT Hours EE</u>
6200	9500	3 PT - VC Ambassadors	9500 3 PT - VC Ambassadors
		<u>11 increased PT hours</u>	<u>11 increased PT hours</u>
1300	2000	1 PT - Parks - Rec Leader	2000 1 PT - Parks - Rec Leader
3500	5400	2 hrs for Econ Dev	5400 2 hrs for Econ Dev
11700	18000	<u>123 hours total for year for special events</u>	18000 123 hours total for year for special events
10000	15300	<u>Misc for rounding, etc.</u>	15300 Misc for rounding, etc.
358400	548800	For a total cost increase of:	234600

3. Could you list the significant items that account for the variance between Dept's expense forecast of \$8,582,491 and Manager's recommended \$8,142,136, difference of \$440,355.

Wages account for the largest portion as shown above the remainder are small changes here and there but the major ones are as follows: ED – Marketing and Projects 30K, IT/HR - Website/Software 30K, Code Enforcement - Dangerous Building/Abatement 7500, Court – Revenues 25K, CVMO – Auto Repair 11K, CVMO – Patrol/Investigation Equip. 13.5K.

4. Any planned change in pay class designation for current employees?

No. To institute any was over 200K, not feasible given the tight budget at this point.

6. Is any of the following information available - if so please forward:

Economic impact of Sports Complex

Not built yet so none expected this next FY Budget also we did not do a study but this will rely on future outside scheduling that will be dependent on final field availability etc. At this point this analysis would be premature.

Economic impact of Rodeo Arena

The study is scheduled for next week's council meeting.

Future sales tax revenue projection for RV park at I17 & 260 (Yr 2020/21)

Simply at 30% occupancy 120 spaces/units (overnights vs 30 night plus which would be in addition to) at \$50/night average. Both expected to be conservative it would generate approximately \$12,000 per month in bed and sales taxes (a little over half the total 3.65 vs 3 or 6.65 total) not including impact of other onsite sales and additional offsite sales. The impact is pretty conservatively estimated at about 200K.

Economic impact of new Simonton Business Park

We do not have enough detail to estimate what will happen next year or in the future yet but sales taxes will not generally be directly benefitting from this as I understand the potential.

Opportunity Zone Designation - what does this mean in terms of growth and development, infrastructure requirements and future revenues?

This is a significant discussion and one that if we want to discuss is a good future work session. Initially it is going to sewer where we have done a design study already and applied for a future grant for \$8 million. Additional infrastructure will be built as development occurs generally at developments expense, this also is a highly variable situation depending on how quickly development occurs and whether it is sales tax producing or job development based. Absolutely a future revenue but forecasting that to any degree of accuracy or certainty is not feasible at this time.

Economic Department's growth and development projection for years 2020 & 2021

This is more than what could be produced in the time, however is generally within the statements already made. We do have significant projects in the works but timetable and impact to sales tax/jobs has not been specifically studied.

6. With the establishment of a Chamber of Commerce, have you received any funding requests?

We have not.

Please reply prior to Wednesday's meeting, May 8th and copy to all council.

Thanks, Dee

5/6/2019

Agenda Item 4. c)



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: May 22, 2019

Consent Agenda *Decision Agenda* *Executive Session Requested*

Presentation Only *Action/Presentation* *Work Session*

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Russ Martin/Corey Rowley

Agenda Title (be exact): Request for authorization for the Marshal's Office to apply for grant funding from the National Police Dog Foundation to pay for purchase of a single purpose police canine to be incurred in FY 2019-2020.

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 has the opportunity to apply for funding through the National Police Dog Foundation (NPDF) to pay for the purchase of a police K-9 and the 80-hour one-on-one training for the new K-9 handler. The Marshal's Office has applied though a separate grant from the Arizona Community Foundation - Janet Codding Law Enforcement Canine Fund to cover the equipment expenses related to a new canine, which was approved by the Town Council earlier in 2019. The Marshal's Office has not applied for this NPDF grant in the past, but the foundation has indicated they are supportive of funding our program. The Marshal's Office currently has one dual purpose (Patrol & Narcotic) K-9 and is seeking to add a single purpose (Narcotic) K-9 with this grant.

Recommended Action (Motion):

Move to approve the Marshal's Office to apply for grant funding from the Governor's Office of Highway Safety (GOHS), Arizona Community Foundation (ACF), and the Arizona Auto Theft Authority (AATA) to pay for equipment and personnel expenses to be incurred in FY 2019-2020.

Instructions to the Clerk:

Agenda Item 7.1.



Town of Camp Verde

Exhibit A - Agenda Item Submission Form – Section I

Meeting Date: May 22, 2019

Consent Agenda Decision Agenda Executive Session Requested

Presentation Only Action/Presentation

Requesting Department: Community Development

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

Agenda Title (be exact): **Extension of High View LLC Mining Conditional Use Permit until May 3, 2020.**

List Attached Documents:

1. Resolution 2015-939

Estimated Presentation Time:

Estimated Discussion Time:

Reviews Completed by:

Department Head:

Carmen Howard, Community Dev Director and Troy Odell, Deputy Public Works Director

Town Attorney Comments:

Finance Department

Background Information:

An application for Use Permit #20150033, to mine, quarry and extract natural resources from the subject parcel was filed by Joe Link, Agent for Altman Land & Cattle III & IV, LLC. The owner of parcels 403-15-002Y & 403-15-003C, located on State Route 260 at milepost 214.27. Use Permit #20150033 was approved and issued by the Town Council on April 22, 2015. The Use Permit was approved after receiving a favorable recommendation by the Planning and Zoning Commission with conditions (see attached copy of Resolution 2015-939). A request to transfer the Mining Use Permit from Aultman Land & Cattle to High View LLC was received on May 1, 2015 with no changes in conditions and approved by the Town Council on May 6, 2015. Condition 4. of the Use Permit States:

"4. The term of this Use Permit shall be year to year, with the total number of years capped at ten (10), such that the Use Permit expires on the tenth (10th) anniversary date of the Notice to Implement the Use Permit. On or about each anniversary date of the Notice to Implement the Use Permit the Use Permit shall be reviewed by Council to determine compliance with all federal, state, county, Town and other local laws (collectively, "Laws and Regulations"). If during the twelve month period prior to such review the Applicant's use of the Property pursuant to this Use Permit has violated any Laws and Regulations, the Town Council may revoke the Use Permit as allowed pursuant to Town Code Section 9-4-5.B. This annual review shall occur on each anniversary date of the Notice to Implement the Use Permit until the ninth (9th) anniversary date. On the tenth (10th) anniversary date of the Notice to Implement the Use Permit the Use Permit will expire (the "Use Permit Expiration Date"). If the Applicant wishes to renew the Use Permit and not have any interruption with the mining process, the Applicant must submit an application for a new Use Permit at least 8 months prior to the Use Permit Expiration Date. There is no guaranty that any subsequent Use Permit will be approved by Council and will be decided upon the prior years of operation and adherence to the conditions for the approval of the Use Permit or any new impacts to the surrounding properties."

Staff recommends and requests Council approval to extend the Use Permit for a year or May 3, 2020. The Use Permit date of implementation is May 3, 2016. High View LLC is providing aggregate materials for various roadway projects. Deputy Public Works Director Troy Odell and Jon Rivero, Building Inspector, have confirmed site compliance relating to ADEQ and Town SWPPP requirements.

Recommended Action (Motion):

A MOTION TO APPROVE (OR DENY) EXTENSION OF HIGH VIEW LLC MINING CONDITIONAL USE PERMIT 20150033 UNTIL MAY 3, 2020.



RESOLUTION 2015-939

A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE (“TOWN”), ARIZONA, YAVAPAI COUNTY, ON USE PERMIT 20150033, AN APPLICATION SUBMITTED BY JOE LINK – AGENT FOR OWNER AULTMAN LAND & CATTLE III & IV, LLC OF A PORTION OF PARCEL 403-15-002Y, AND A PORTION OF 403-15-003C. THE USE PERMIT WILL ALLOW AN OPERATION THAT WILL MINE, QUARRY AND EXTRACT NATURAL RESOURCES FROM THE PROPERTY WHICH WILL BE A TOTAL OF 195.33 ACRES. THE PROPERTY IS LOCATED ON STATE ROUTE 260 AT MILEPOST 214.27 ON PARCELS 403-15-002Y & 403-15-003C.

The Common Council and the Town of Camp Verde hereby resolves as follows:

1. The Common Council hereby finds as follows:
 - A. A request for approval of Use Permit 20150033 was filed by Mr. Joe Link - Agent for Altman Land & Cattle III & IV, LLC owner of parcels 403-15-002Y & 403-15-003C (“Property”), located on State Route 260 at milepost 214.27.
 - B. Per Article 9-4-3, Item 1 of the Town of Camp Verde Town Code: **The establishment or expansion of mining or quarrying operations may occur in any zoning district if the Council approves a Conditional Use Permit.**
 - C. The request was reviewed by the Planning and Zoning Commission on April 2, 2015 and by the Common Council on April 22, 2015 in public hearings that were advertised and posted according to state law.
 - D. A neighborhood meeting was held on March 2, 2015 by the Owner as required by the Town of Camp Verde Planning & Zoning Ordinance, Part 6, Section 601 (Zoning Decisions) A.3.a-e. This meeting also met the requirements of Part Eight, Section 806.1.h of the Town of Camp Verde Planning & Zoning Ordinance.
 - E. The purpose of the Use Permit is to allow for commercial or industrial operations involving extraction, removal, processing, quarrying or transportation of natural resources and related products, and the storage, stockpiling, distribution and sale thereof from the site where such resources were derived. Such operations include the extraction, removal and the delivery of the product off-site, of natural resources for monetary gain, regardless of the size of the site or the volume of extraction.
 - F. This Use Permit is not an approval by the Town of any use or activity that is prohibited by any other governmental agency or private covenant.
 - G. The purpose of the use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved and the Council hereby finds that the uses covered by the Use Permit and the manner of its conduct will not be detrimental to persons residing or working in the vicinity, to

adjacent property, to the neighborhood or to the public welfare generally and the uses shall be in conformity to the conditions, requirements and standards of the Town Code.

The Common Council of the Town of Camp Verde hereby resolves as follows:

(Conditions of Approval)

1. A bond is to be posted in the amount of reclamation as estimated by an Arizona Registered Civil Engineer and that this bond is to remain in effect until such time that the Town releases the bond. The bond shall remain effective until after the completion of all reclamation required pursuant to the Excavation & Reclamation Plan pursuant to Section 5 of this Use Permit. Also the Town needs to be listed as the single beneficiary of the bond or as determined by the Town Attorney.

2. The Use Permit may not be implemented until all required permits and approvals are obtained from all applicable county, state and federal agencies. A time frame of one year shall be allowed the Applicant to obtain all permits and approvals before implementation. If prior to the anniversary date of the issuance of this Use Permit all such permits and approvals have not been obtained, the Applicant shall resubmit the Use Permit to Council review and approval per Section 9-4-5, Item A (Subsequent Review and Expirations of Permits), which review and approval is subject to the sole discretion of the Town Council.

3. Once all other agency permits have been submitted to the satisfaction of staff, a final Engineer's Cost Estimate of the total restoration of the site per an updated Excavation and Reclamation Plan will be required and reviewed by staff and once an administrative approval has been reached by the Town Engineer, Community Development Director and the Town Attorney a **Notice to Implement the Use Permit** shall be issued to the Applicant and the Applicant can begin mining operations. Per Section 9-4-4, Item B (Implementation of Use Permit) of the Town Code.

4. The term of this Use Permit shall be year to year, with the total number of years capped at ten (10), such that the Use Permit expires on the tenth (10th) anniversary date of the Notice to Implement the Use Permit. On or about each anniversary date of the Notice to Implement the Use Permit the Use Permit shall be reviewed by Council to determine compliance with all federal, state, county, Town and other local laws (collectively, "Laws and Regulations"). If during the twelve month period prior to such review the Applicant's use of the Property pursuant to this Use Permit has violated any Laws and Regulations, the Town Council may revoke the Use Permit as allowed pursuant to Town Code Section 9-4-5.B. This annual review shall occur on each anniversary date of the Notice to Implement the Use Permit until the ninth (9th) anniversary date. On the tenth (10th) anniversary date of the Notice to Implement the Use Permit the Use Permit will expire (the "Use Permit Expiration Date"). If the Applicant wishes to renew the Use Permit and not have any interruption with the mining process, the Applicant must submit an application for a new Use Permit at least 8 months prior to the Use Permit Expiration Date. There is no guaranty that any subsequent Use Permit will be approved by Council and will be decided upon the prior years of operation and adherence to the conditions for the approval of the Use Permit or any new impacts to the surrounding properties.

2.

5. At the time that the Use Permit holder deems that all mining will cease, due to the depletion of aggregate resources, the permit holder will submit to the Town of Camp Verde Community Development Department a notice advising of the projected date of cessation of all mining. Reclamation of the area subject to this Use Permit must be completed within one year from the notice advising the Town of cessation of all mining or the Town will withdraw the provided assurances and complete the reclamation per the currently staff approved "Excavation & Reclamation Plan".

6. For all access points from Highway 260 into the mining area, as defined on the approved Site Plan and the Excavation & Reclamation Plan for the Use Permit, the Use Permit holder shall install a vehicle turn around culdesac having a minimum of a 50 feet radius. The culdesacs shall be situated at the access security gates on the Highway 260 side. These security gates are to have a knock box for emergency responders and are to be located inside the mining property so that proper grading can be accomplished.

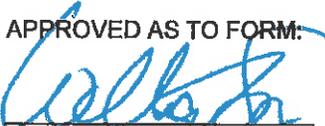
7. Per Section 9-4-4 (General Regulations) Item A.2 (SETBACKS) of the Town Code: "The setback requirements of mining or quarrying operations will be a maximum of 300 feet from the property line. However, Council will regulate the setback requirement on a case-by-case basis as determined by, but not limited to, topography and adjacent land uses." Therefore, the setbacks will stand as shown and approved on the EXCAVATION AND RECLAMATION PLAN as approved with Use Permit 20150033 by a Majority Vote of the Common Council on April 22, 2015. The setbacks for mining areas that may lie within the proposed additional right of way needed by ADOT for the State Route 260 Highway widening project shall be adjusted so that a minimum setback of 20 feet from the additional ADOT right of way is established.

The Common Council of the Town of Camp Verde hereby approves Use Permit 20150033 for the purpose of Mining on Parcel 403-15-002Y and a portion of parcel 403-15-003C in the specified location as shown on the submitted site plan and per the conditions of approval listed above under items 1-7 of this Resolution.

PASSED AND ADOPTED BY MAJORITY VOTE OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON April 22, 2015 WHICH DATE WILL BE KNOWN AS THE USE PERMIT ISSUANCE DATE.


Charles German – Mayor

5-5-2015
Date

APPROVED AS TO FORM:

Bill Sims – Town Attorney

Attest: 
Virginia Jones, Town Clerk

3.

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Town of Camp Verde



Agenda Item Submission Form / Section I: Ordinance 2019-A445 Zoning Map Change Application #2019-0064 Wee Hollow

Meeting Date: May 22, 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: Dugan McDonald
Application: Zoning Map Change 2019-0064 request to rezone 185 approximate acres at on the south side of Hwy 260 approximately 1.5 miles west of Cherry Creek Rd.

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 RR-2A (RURAL RESIDENTIAL, 2-ACRE MINIMUM LOT SIZE) AND C3 (COMMERCIAL: HEAVY COMMERCIAL) TO A PLANNED AREA DEVELOPMENT (PAD) WITH C2 (COMMERCIAL: GENERAL SALES & SERVICE) ZONING FOR A PROPOSED MIXED-USE MASTER PLANNED COMMUNITY. THE PROPERTY IS APPROXIMATELY 185 ACRES, LOCATED ON THE SOUTH SIDE OF STATE ROUTE 260 AT AULTMAN PARKWAY, APN 403-15-007B, 403-15-003Q, AND 403-15-003R, IN CAMP VERDE, YAVAPAI COUNTY, ARIZONA,

List Attached Documents:

- Ordinance 2019-A445 (Prop 207 Waiver and legal description on file with Community Development)
- Staff Report
- Application, site plan and conceptual drawings
- NB meeting documents
- Communications
- P&Z Minutes from 5/2/2019.

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

Reviews Completed by:

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

Town of Camp Verde: May 22, 2019 Town Council

BACKGROUND:

Dugan McDonald, applicant, has submitted a request to rezone 185 acres on the south side of State Route 260, extending from approximately 700 feet west of the Aultman Parkway roundabout to approximately 2300 feet east of it. The property is currently operating under Use Permit 20150033, High View LLC for the purpose of aggregate mining. The intention of the owner is to mine the aggregates and prepare the land for development as a part of the reclamation plan. The proposal is to rezone as a PAD (Planned Area Development) for a Master Planned Community, to include residential, commercial, and recreational uses.

The residential component includes 38 acres of multi-family residential; which aids in fulfilling a need for workforce housing. Multi-family options provide a means for both temporary, transitional housing as well as an option for families that prefer smaller accommodations and an area for condominiums. The single-family element encompasses 88 acres of various housing types. The total residential component includes approximately 800 units of various types of residential units. The commercial component proposes lodging, dining, and various levels of retail options, to support the region's tourism and recreational outlets. Within the development, there are proposed areas for open space and trail systems to expand outdoor activities for its residents and visitors.

The request involves a zoning map change from the existing rural residential and heavy commercial zoning to a Planned Area Development (PAD) with an underlying zoning district of C2 (general sales and services). This change would provide zoning that supports the various land uses proposed for this community. If approved, future phases of development would require the processing of development plans, parcel divisions and associated subdivisions. This proposal is located within Camp Verde's Opportunity Zone, which will promote investment and development of the various aspects of the project.

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 March 21, 2019.
- The meeting was held at the Camp Verde Public Library. There were two (2) attendees at the meeting; one was the applicant and one was from the public, who was in support of the project.
- Community Development Staff mailed out twelve (12) letters to properties owners within three hundred (300) feet of the subject parcel on March 14, 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 April 14, 2019, by Community Development Staff.

- A Notice of Public Hearing was posted on the subject property on the south side of State Route 260. Approximately 1100 feet east of Aultman Parkway, and in public places on April 18, 2019, by Community Development Staff.
- The Planning & Zoning Commission held a public hearing on May 2, 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.

Staff has received the following comments from reviewing agencies:

Arizona Dept. of Transportation

Contact: Nathan Reisner Comments Received: March 14, 2019

- Mr. Reisner contacted the applicant directly to discuss the requirements for access to State Route 260 from the project. (See Exhibit D).

Prescott National Forest

Contact: Tom Palmer Comments Received: March 27, 2019

- Mr. Palmer expressed concerns about direct access to adjoining Forest Service land from the development and asked to be apprised of future activity about the project. (See Exhibit D).

GENERAL PLAN:

The project is located within the 260 West Character Area. This Area currently supports a full range of land uses. This project would enhance the State Route 260 Corridor and comply with the General Plan:

- Existing residential within this Area are primarily within the Yavapai Nation and a defunct residential plat.
 - The Housing Element, Chapter 8, discusses the need to provide housing for all age groups and socio-economic levels. Further stating “the community’s success in economic diversification and job creation is directly linked to affordable housing within the community”.
 - Goal A.2 says “Encourage higher residential density development in conjunction with commercial use...”
 - *The project proposes higher density residential with a combination of single family and multi-family sections. The 14-Acre Commercial node also suggests the integration of commercial and residential combined units.*
- Preferred Non-Residential Zoning Districts include Mixed Use and Planned Area Developments (formerly Planned along the southwest side of State Route 260, with commercial uses being preferred adjacent to/abutting the highway.
 - *This proposal shows the commercial components of the project adjacent to the highway.*
- Goal A states “Promote regional commercial and employment opportunities”.
 - A.3 involves the coordination of access, design, circulation, and utilities.

- *The request takes advantage of existing highway design and circulation, and will provide the extension of utilities to the area that will benefit future projects.*
 - A.4 states “Promote commercial and mixed use development adjacent to State Route 260”.
 - *The proposed design of this project fulfills this goal.*
 - *Mixed use developments provide opportunities for various levels of housing as well as shopping employment options for the residents.*
- Goal C outlines the support for “improvements in alternate means of transportation and amenities”.
 - C.1 encourages the connectivity of trails and development of pedestrian pathways.
 - *The proposed design includes connectivity to the Forest Service land, which already hosts a myriad of trails systems.*
 - *The community’s design also includes internal pedestrian facilities for recreation and to access internal commercial offerings.*
 - C.3 says to “consider overall community appearance”.
 - *The conceptual design for the project shows the developer has taken into consideration the overall appearance for the community, to support the Town’s vision of southwestern style.*
- Goal D relates to the preservation of natural resources to protect and enhance the rural character of Camp Verde.
 - In summary, Goals D.1 through D.5 are all addressed with this proposal:
 - *The dedication of open space areas; preservation of natural characteristics and scenic view sheds, including communication with the U.S. Forest Service; and to encourage site built housing.*

STRATEGIC PLAN:

The Community and Economic Development Strategic Plan discusses the concept of “Economic Development Primer” on page 12. The idea of providing tourism-serving business, such as lodging, restaurants, and shopping, brings in “new” money for the region. The local residents will contribute to the economy through these same options and potential other personal services by re-circulating money within the community. As accessible commercial options increase for locals and visitors along this corridor, the less “economic leakage” we will experience.

The plan also provides some key Focus Areas, which this proposal supports:

- Tourism and Recreation
 - *The proposed design incorporates commercial options that supports the existing tourism and recreation industry, and encourages growth in these areas.*
- Infrastructure and Placemaking
 - *The proposal will provide needed infrastructure in the region and promote internal connectivity and livability.*
 - *The concept of a Master Planned Community provides a unique identification for its residents, creating a sense of place.*
- Business Development, Support, Attraction, Retention
 - *Providing options for small businesses to locate within the community will encourage residents to live, work, and thrive here.*

STAFF RECOMMENDATION:

Staff recommends approval of the request for a Zoning Map Change to a Planned Area Development with C2 District zoning, which would allow the development of a Master Planned Community.

RECOMMENDED MOTION:

A MOTION TO RECOMMEND APPROVAL OF ORDINANCE 2019 A445, A ZONING MAP CHANGE FROM RR-2A AND C-3 TO C2-PAD (COMMERCIAL: GENERAL SALES AND SERVICES PLANNED AREA DEVELOPMENT) ZONING FOR A MASTER PLANNED COMMUNITY. THE PROPERTY IS LOCATED ON THE SOUTH SIDE OF STATE ROUTE 260 AT AULTMAN PARKWAY ON PARCELS 403-15-003Q, 403-15-003R, AND 403-15-007B.



ORDINANCE 2019 A445

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) AND C3 (COMMERCIAL: HEAVY COMMERCIAL) TO A PLANNED AREA DEVELOPMENT (PAD) WITH C2 (COMMERCIAL: GENERAL SALES & SERVICE) ZONING FOR A PROPOSED MIXED-USE MASTER PLANNED COMMUNITY. THE PROPERTY IS APPROXIMATELY 185 ACRES, LOCATED ON THE SOUTH SIDE OF STATE ROUTE 260 AT AULTMAN PARKWAY, APN 403-15-007B, 403-15-003Q, AND 403-15-003R, 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. A request for **Zoning Map Change 2019-A445** was filed by Dugan McDonald, property owner, to rezone the subject parcels from RR-2A (Rural Residential, 2-Acre Minimum Lot SIZE) AND C3 (Commercial: Heavy Commercial) to a Planned Area Development (PAD) with C2 (Commercial: General Sales & Service) zoning for a proposed mixed-use Master Planned Community FOR the following described real property: The legal description is attached as exhibit "A". The above described parcel contains an area of approximately 185 acres.

- B. The Planning & Zoning Commission reviewed the request on May 2, 2019 in a public hearing that was advertised and posted according to state law and recommended approval of Zoning Map Change 2019-0065.
- 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 C2-PAD (Commercial: General Commercial/Planned Area Development) back to the original designation of RR-2A (Rural Residential, 2-Acre Minimum Lot SIZE) AND C3 (Commercial: Heavy Commercial) 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.

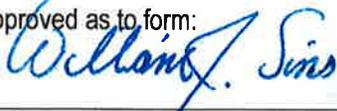
Section 5. This ordinance is effective upon the expiration of a thirty 30-day period following the adoption hereof and completion of publication and any posting as required by law.

PASSED AND APPROVED BY A MAJORITY VOTE OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON THIS 22ND DAY OF MAY, 2019.

Charles German - Mayor

Date: _____

Approved as to form:

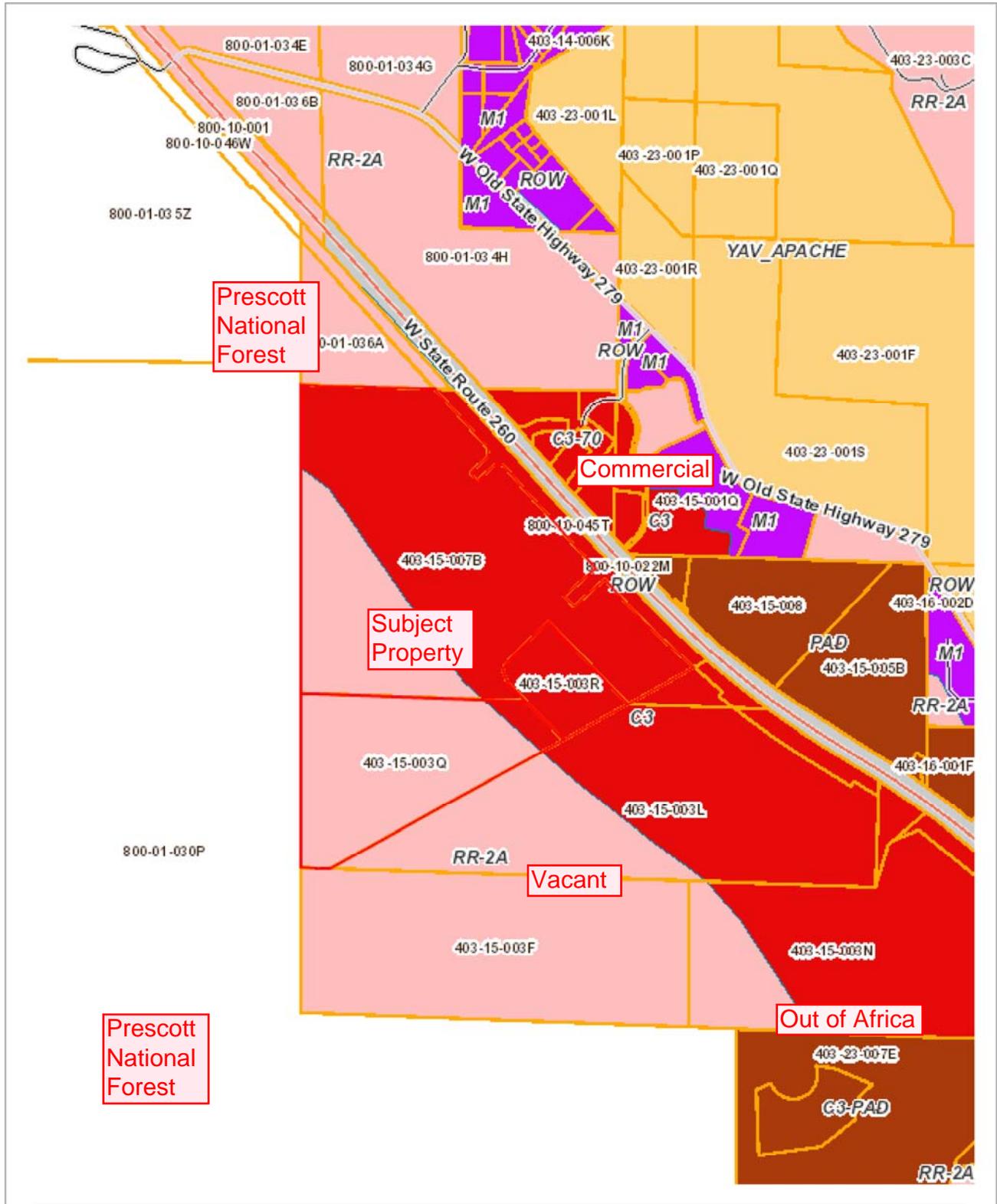


Bill Sims - Town Attorney

Attest: _____

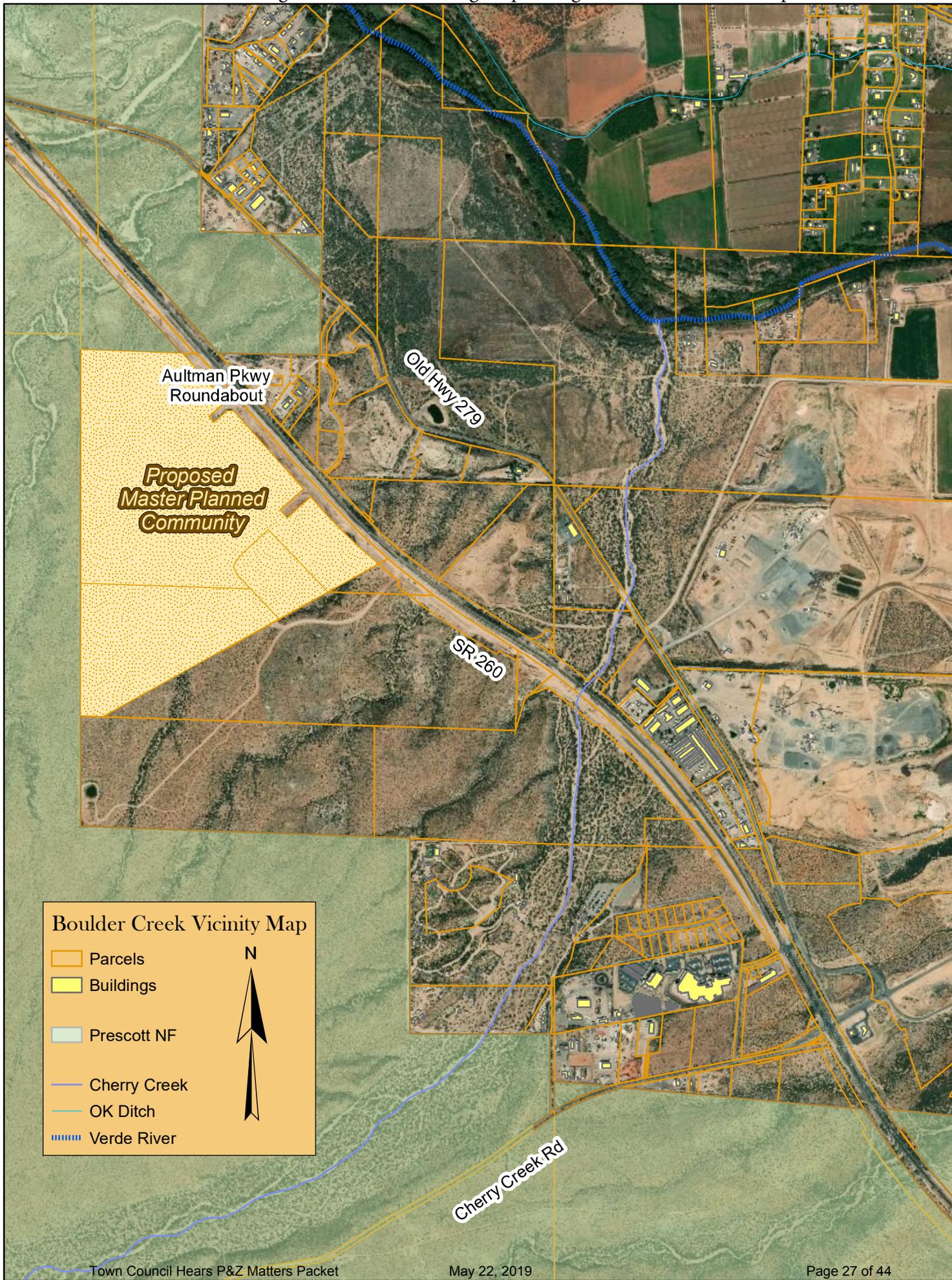
Judith Morgan, Town Clerk

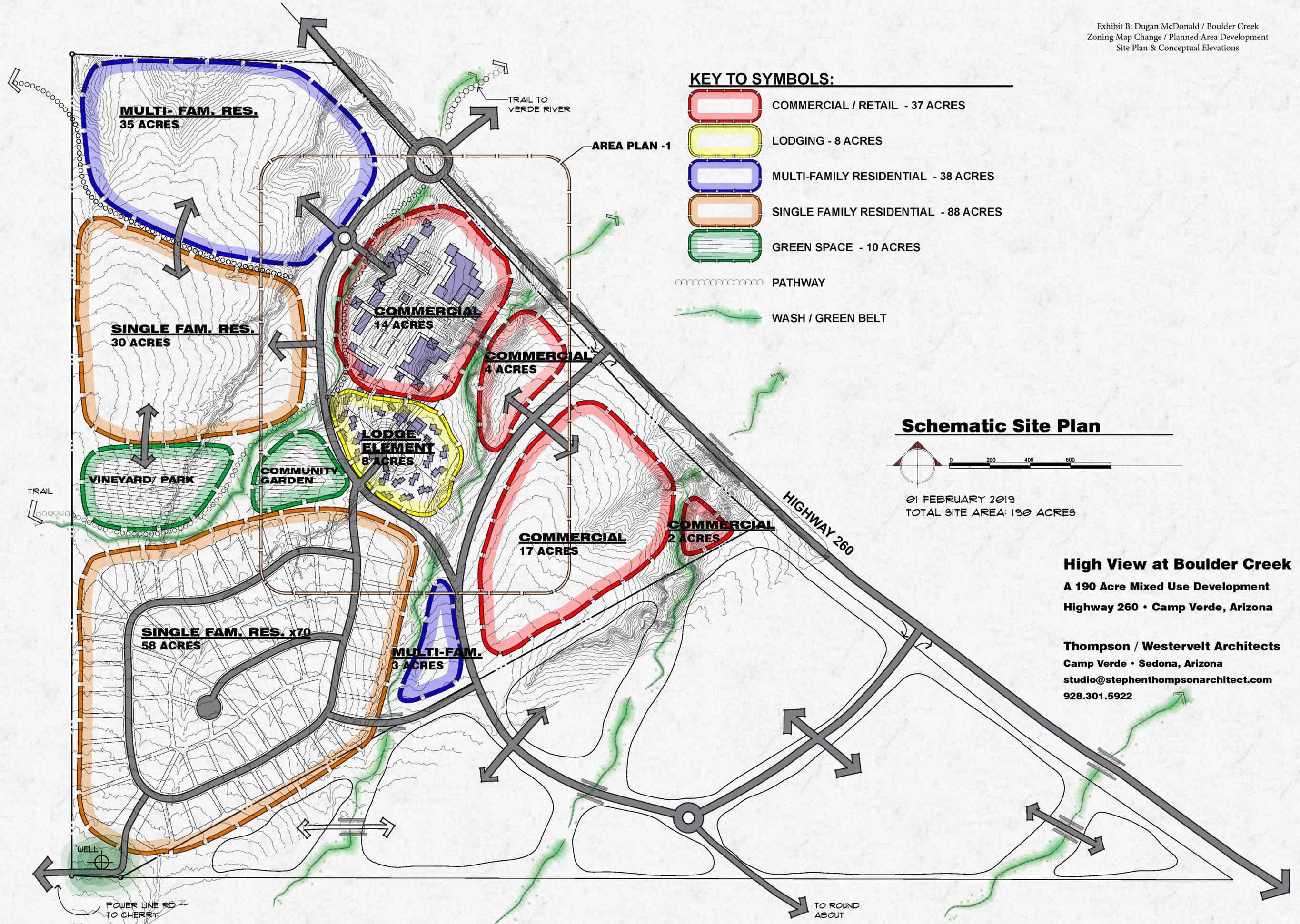
Exhibit A: Dugan McDonald / Boulder Creek
 Zoning Map Change / Planned Area Development
 Zoning & Land Use Map



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: 4.22.2019

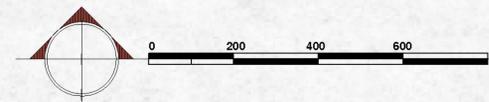




KEY TO SYMBOLS:

	COMMERCIAL / RETAIL - 37 ACRES
	LODGING - 8 ACRES
	MULTI-FAMILY RESIDENTIAL - 38 ACRES
	SINGLE FAMILY RESIDENTIAL - 88 ACRES
	GREEN SPACE - 10 ACRES
	PATHWAY
	WASH / GREEN BELT

Schematic Site Plan



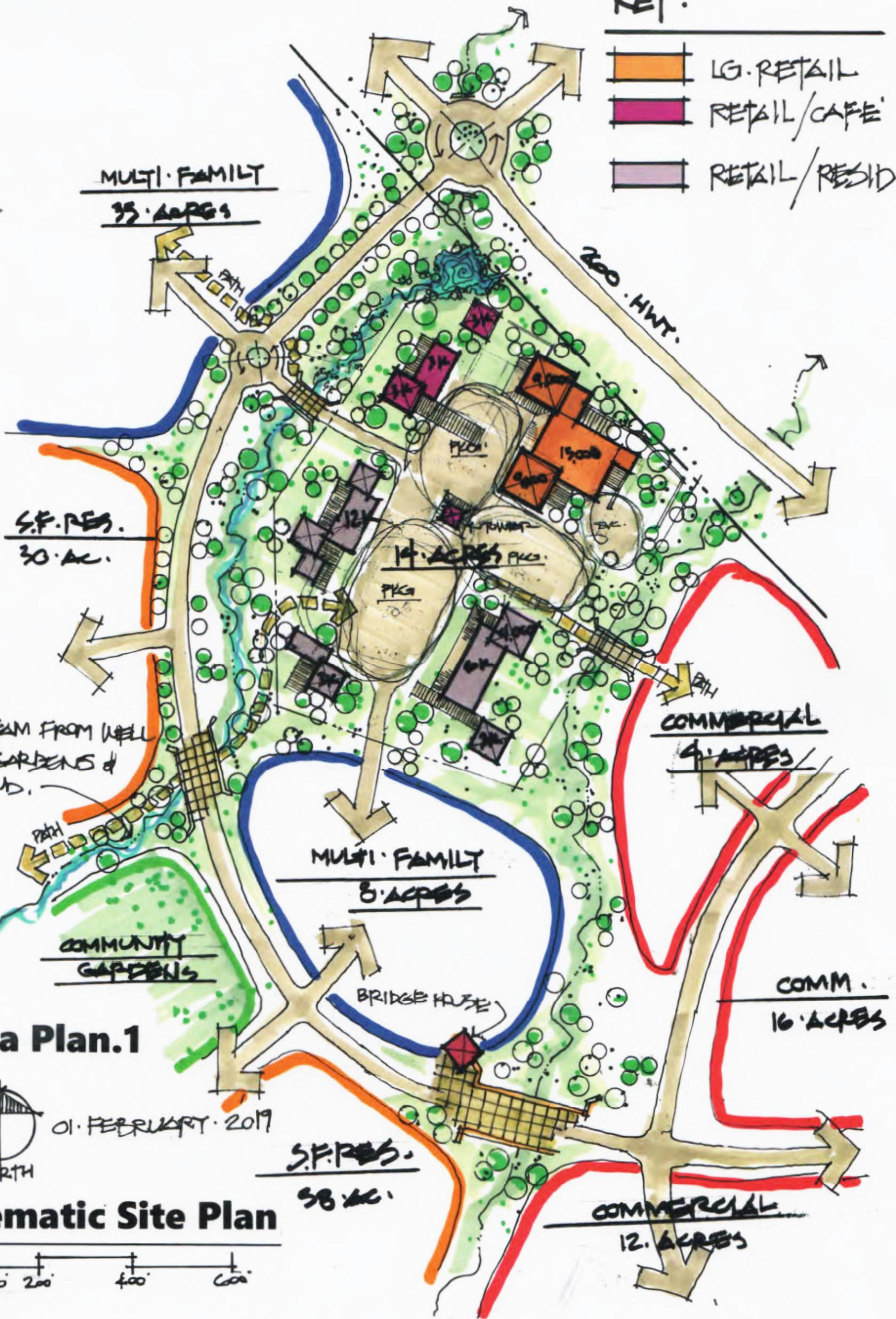
01 FEBRUARY 2019
 TOTAL SITE AREA: 190 ACRES

High View at Boulder Creek
 A 190 Acre Mixed Use Development
 Highway 260 • Camp Verde, Arizona

Thompson / Westervelt Architects
 Camp Verde • Sedona, Arizona
 studio@stephenthompsonarchitect.com
 928.301.5922

KEY:

-  LG. RETAIL
-  RETAIL/CAFE
-  RETAIL/RESID.



Area Plan.1



01. FEBRUARY. 2019

Schematic Site Plan



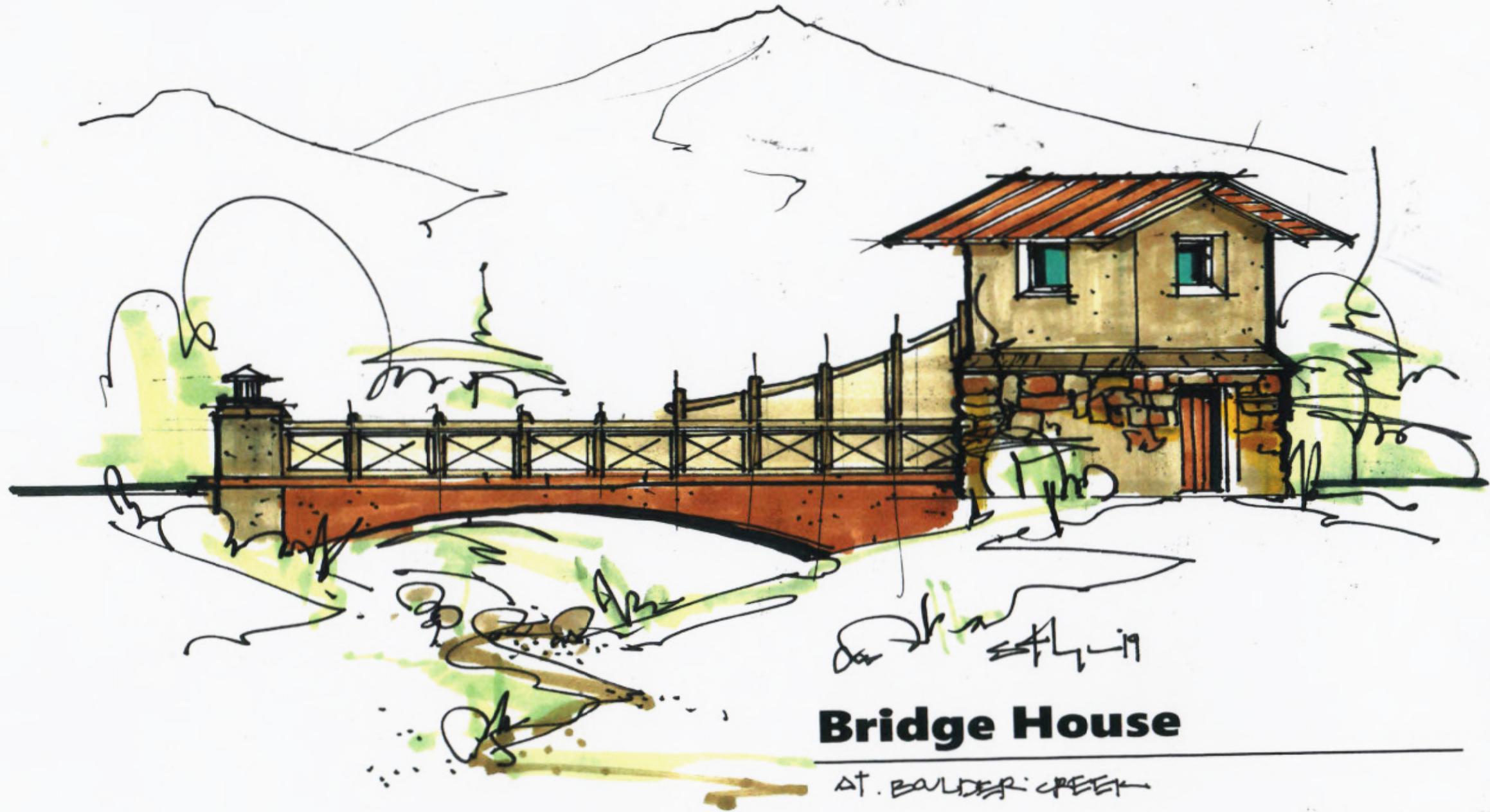
High View at Boulder Creek
A 190-Acre Mix-Use Development
HWY 260. Camp Verde, Arizona

Thompson/Westervelt Architects
Camp Verde. Sedona, Arizona
Studio@StephenThompsonArchitects
928.301.5922



07. FEB. 19
High View at Boulder Creek
 A 190-Acre Mix-Use Development
 HWY 260. Camp Verde, Arizona

Thompson/Westervelt Architects
 Camp Verde. Sedona, Arizona
 Studio@StephenThompsonArchitects
 928.301.5922



Bridge House

AT BALDERS CREEK

High View at Boulder Creek

A 190-Acre Mix-Use Development

HWY 260. Camp Verde, Arizona

Thompson/Westervelt Architects

Camp Verde. Sedona, Arizona

Studio@StephenThompsonArchitects

928.301.5922



Concept Elevation

14-ACRE SHOPPING CENTER

High View at Boulder Creek

A 190-Acre Mix-Use Development

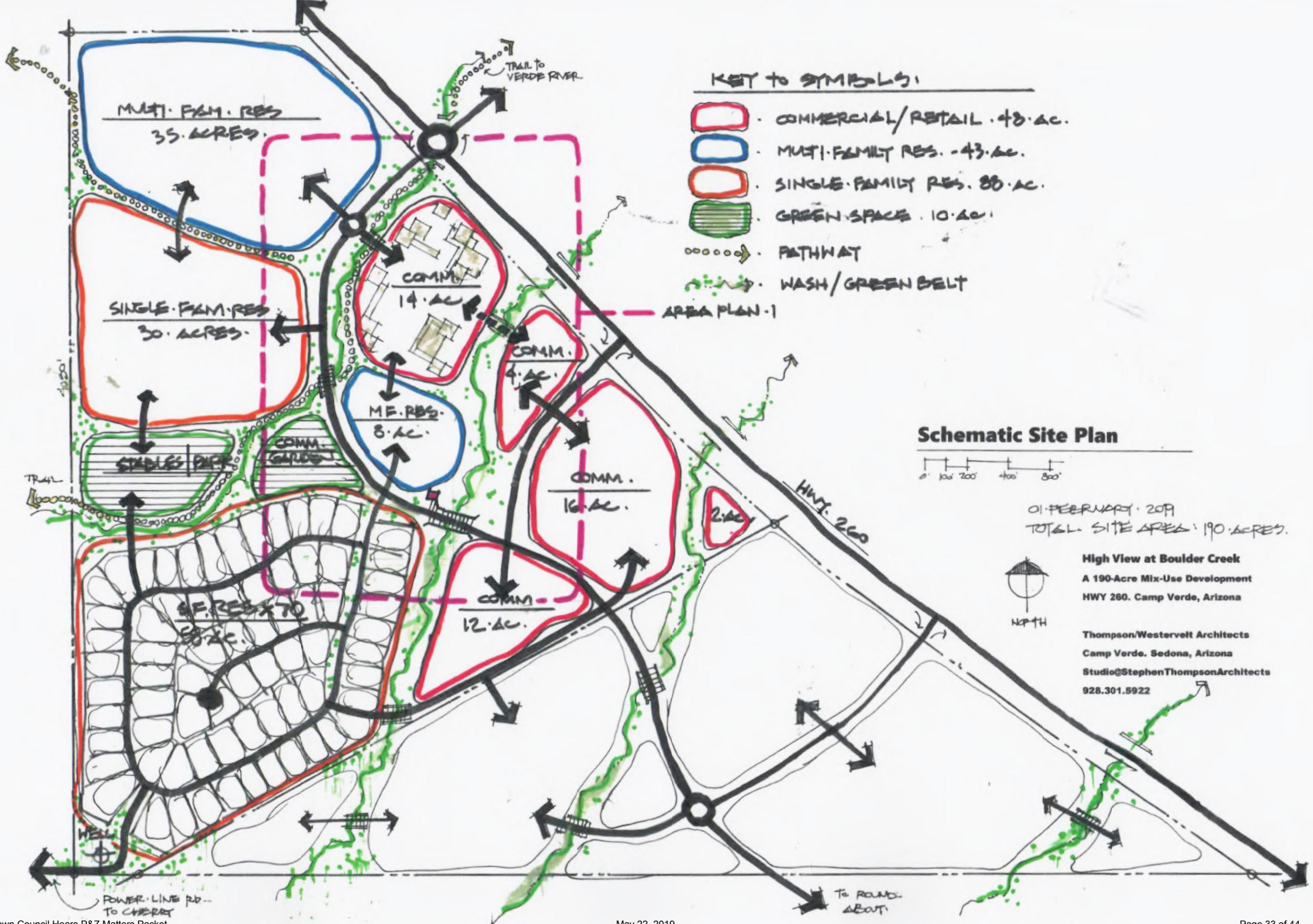
HWY 260. Camp Verde, Arizona

Thompson/Westervelt Architects

Camp Verde. Sedona, Arizona

Studio@StephenThompsonArchitects

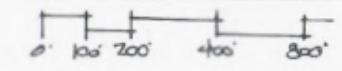
928.301.5922



- KEY TO SYMBOLS:**
- COMMERCIAL/RETAIL - 48 AC.
 - MULTI-FAMILY RES. - 43 AC.
 - SINGLE-FAMILY RES. 80 AC.
 - GREEN SPACE - 10 AC.
 - PATHWAY
 - WASH/GREEN BELT

AREA PLAN - 1

Schematic Site Plan



01 FEBRUARY 2019
 TOTAL SITE AREA: 190 ACRES.



High View at Boulder Creek
 A 190-Acre Mix-Use Development
 HWY 260, Camp Verde, Arizona

Thompson/Westervelt Architects
 Camp Verde, Sedona, Arizona
 Studio@StephenThompsonArchitects
 928.301.5922

FEE: \$2621.35



Land Use

Application Form

1. Application is made for:

Zoning Map Change

Conceptual Plan Review

PAD Zoning

Street Abandonment

Appeal

Development Standards Review (Commercial)

Use Permit

Preliminary Plat

Variance

Minor Land Division

Verification of Non-Conforming Use

General Plan Amendment

Final Plat

Sign

Wireless Tower

Other: _____

2. Project Name: High View at Boulder Creek Development

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

Owner Name: Dugan McDonald

Applicant Name: _____

Address: P.O. Box 3270

Address: _____

City: Camp Verde State: AZ Zip: 86322

City: _____ State: _____ Zip: _____

Phone: 928-301-5964

Phone: _____

E-mail: DBMCDONALD78@GMAIL.COM

E-Mail: _____

4. Property Description: Parcel Number 403-15-007B, 003R, 003Q Acres: 185 +/-

Address or Location: 3901 W. State Route 260

Existing Zoning: C-3/RR-2A Existing Use: Vacant Land

Proposed Zoning: C-2 Proposed Use: P.A.D.

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

This will be a mix use development and will incorporate residential and commercial uses. Please see the conceptual site plans attached.

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.

Owner: Dugan McDonald

Date: March 11, 19 AND

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: Dugan McDonald

Date: 3.11.19

High View L.L.C.

P.O. Box 3270, Camp Verde AZ. 86233
Phone, 928-301-5964

LETTER OF INTENT

DATE: 3-6-19,

TO WHOM IT MAY CONCERN:

The owner of the High View at Boulder Creek Development intends to bring this master planned community to the Highway 260 Development Corridor, Camp Verde, Arizona. Being the first of its kind within this area and setting the tone for the future property developments within this beautiful area of our community. *This master planned development is depicted on the drawing attached herewith for your review.

Within, or as a part of this development plan, it was the intent of the owners to bring a multitude of different uses together, that could truly complement each other. Uses that could exist in harmony together upon one property. Each element thereof making its neighboring elements just that much better, therefore, amplifying the enjoyment of living and working within the development as a result.

Within this master planned development, in keeping with the intent of the owners, we have successfully brought together many different elements that truly provide something for everyone while enhancing the quality of life throughout this community.

The elements that make up the community include areas of: Multifamily Residences , High Density Single Family Residences, A Single Family Home Subdivision, Commercial Centers, a Lodging or Hotel Element, Community Parks and a Community Garden.

**Again please see the master plan drawings included herewith.

The High View at Boulder Creek development is located upon that property identified as Yavapai County parcels #403-15-007B, #403-15-003Q and 403-15-003R. These parcels together, contain

200 +/- acres of land that is in its entirety located within the limits of Camp Verde at 3901 West State Route 260. The subject property is currently vacant and has about 2,640.00 feet of HWY frontage along State Route 260. This State Highway frontage includes three access points from the Highway. that include a roundabout and two right in and right out locations providing optimum access to, from and throughout the proposed development. The utility companies that will be providing services in support of this development [Gas, Water and Electric services] will be furnished and supplied by local providers. These utilities are located nearby and adjacent to the property, making access thereto truly possible and just one more great attribute of this property and to this development.

We believe that this master planed development will be a welcome and valued addition to the Town of Camp Verde, and therefore, to that end we are asking for your approval of a PAD with the underlying zoning of C-2 to support this proposed use and the development of this property.

Thank you for your consideration.

Sincerely,



Dugan Mc Donald,

Exhibit D: Dugan McDonald / Boulder Creek
Zoning Map Change / Planned Area Development
Agency Communications

Melinda Lee

From: Nathan Reisner <nreisner@azdot.gov>
Sent: Thursday, March 14, 2019 3:08 PM
To: Melinda Lee
Cc: Tom Palmer; Vernon Dumbeck; Nathan Reisner
Subject: Re: Agency Review for Proposed Zoning Action

Melinda,

ADOT will require a encroachment permit application for the proposed development. We will require a TIA. I recommend the developer schedule a meeting with ADOT to see what we require for their proposed development and connections to SR 260.

Thanks,

Nate Reisner, P.E.
Northcentral District Development Engineer
1801 S. Milton Rd.
Flagstaff, AZ 86001
928-779-7545

From: [Nathan Reisner](#)
To: [Dugan McDonald](#)
Cc: [Steve Orosz](#); [Melinda Lee](#); [Nathan Reisner](#); [Vernon Dumbeck](#)
Subject: Re: Encroachment permits
Date: Thursday, April 4, 2019 2:04:48 PM

Dugan,

While the accesses for the proposed development were included in the SR 260 project, I can not say if they were designed to handle the type or size of development being proposed. The proposed development will still need to develop a Traffic Impact Analysis (TIA) to analyze the intersections to verify the proposed development does not have a significant impact to the intersections. If there are significant impacts to the intersections with a level of service or delay exceeding the allowed per Traffic Guidelines and Processes (TGP)

240, [https://www.azdot.gov/business/engineering-and-construction/traffic/traffic-guidelines-and-processes-\(tgp\)/guidelines-and-processes](https://www.azdot.gov/business/engineering-and-construction/traffic/traffic-guidelines-and-processes-(tgp)/guidelines-and-processes), mitigation's will be required. A typical mitigation for roundabout intersections would be right-turn by-pass lanes. Typical types of mitigation's for a right-in-right out only intersection would be a right deceleration lanes and acceleration lanes.

With the above being said there are no preconceived notions of any types of mitigation's that will be needed. There may not be any mitigation's needed it all depends on the, type(s) and size(s) of the the developments and the findings of the TIA. That is why it is important to do a TIA scoping early on in the development stages.

This permitting process and TIA process should be a cut and dry process, mainly because this is not a redevelopment in a already extremely congested and developed area. ADOT increased the capacity of SR 260 and the intersections along the property frontage of the development with the knowledge that the ADOT project could bring a lot of development to Camp Verde along this stretch of SR 260.

If you have any other questions please let me know.

Thanks,

Nate Reisner, P.E.
Northcentral District Development Engineer
1801 S. Milton Rd.
Flagstaff, AZ 86001
928-779-7545

On Wed, Apr 3, 2019 at 11:49 AM Dugan McDonald <dbmcdonald78@gmail.com> wrote:

Theses access points have been designed and built to support a development such as we are proposing.

So . . .

I was wondering if you could put into words . . A quick e.mail that would explain as you did yesterday to me on the phone . . Kind of the ease of this processing with regard to our project . . Such as it is . . . and the basic non difficulty of obtaining this encroachment permit.

I am only asking for the benefit of my partner, As they are not engineers with a clear vision of how to connect the dots . .

And with the money that we have invested in this project. . Some people go out of there minds over simple things such as this .

Thanks . .

Talk soon .

Sent from my iPhone

> On Apr 3, 2019, at 8:18 AM, Dugan McDonald <dbmcdonald78@gmail.com> wrote:

>

> Nat.

>

> Dugan Mc Donald reaching out to you to thank you for the information that you where able to forward regarding the bolder creek development in camp verde .

>

> Can to take a look at this project and the existing access points designed and built during the Hwy 260 improvement project. If you take a look at the property come from camp verde toward cottonwood along Hwy 260 , you will first come to the 80' wide easement gained through Andy G. Property to our project this is a right in and right out only . Then you come to another right in right out , That leads directly into our property. Then finally you come to the round about . Resulting in three access points to the Hwy in total. All of which have been built And paved to the right of way lines

>

> Sent from my iPhone

Melinda Lee

From: Palmer, Thomas -FS <tpalmer01@fs.fed.us>
Sent: Wednesday, March 27, 2019 11:18 AM
To: Melinda Lee
Cc: Willard, Todd - FS
Subject: RE: Agency Review for Proposed Zoning Action State Route 260 & Aultman Parkway

Hi Melinda,

Thank you for the opportunity to review the proposed zoning action. While this is a rezoning action at this point, if the PAD was to proceed we would have concerns regarding the pathways and trails out of the development onto Forest Lands. We would like to be included on any progress, decisions, regarding this proposal. I have spoken with our District Ranger, Todd Willard, about the proposed action and proposed development. Please include him in future correspondence.

Thank you again for the opportunity to review and comment.

Have a great day - tom

Thomas A. Palmer
East Zone Recreation
Program Manager

Forest Service
Prescott National
Forest, Verde Ranger
District

p: (928)567.1114
c: (928) 554.5449
f: (928) 567.1179
thomas.palmer@usda.gov

300 E Hwy 260
Camp Verde, AZ 86322
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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, MAY 2, 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

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

2. Roll Call

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

Also Present

Community Development Director Carmen Howard, Town Planner Melinda Lee, and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Commissioner Baker 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:

February 7, 2019 – Regular Session

B. Set Next Meeting, Date and Time:

June 6, 2019

Chairman Norton noted some corrections to the February 7th meeting. 1) The numbering for each item was off, 2) Under Item 14 it should read, "**Motion** was made by Commissioner Blue to adjourn the meeting. Second was made by Commissioner Baker. **Motion** carried unanimously with Chairman Norton, Vice Chairman George, Commissioners Baker, Blue, McPhail, Hough and Vanlandingham approving. Meeting was adjourned at 6:12 PM".

Commissioner George noted a correction in the same minutes, Item 9, the motion should list Commissioner George as abstaining.

Motion was made by Commissioner Blue to accept the minutes of February 7, 2019 with corrections. Second was made by Commissioner McPhail. Chairman Norton stated that the motion should be made to approve the consent agenda with the corrections to the minutes. **Motion** was made by Commissioner Baker to accept the consent agenda with the corrections to the minutes of February 7, 2019. Second was made by Commissioner McPhail. **Motion** carried unanimously with Chairman Norton, Vice Chairman George, Commissioners Blue, McPhail, Hough, Baker and Vanlandingham 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:

Public Hearing, Discussion, and Possible Recommendation to the Town Council regarding an application submitted by Dugan McDonald, for a Zoning Map change from RR-2A (Rural Residential, 2-acre minimum lot size) and C3 (Commercial: Heavy Commercial) to a Planned Area Development (PAD) with C2 (Commercial: General Sales & Service) zoning for a proposed mixed-use master planned community. The property is approximately 185 acres, located on the south side of State Route 260 at Aultman Parkway, comprising of parcels 403-15-007B, 403-15-003Q, and 403-15-003R, in Camp Verde, Yavapai County, Arizona.

Declare Actions:

Public Hearing Open at 6:34 pm

Call for Staff Presentation:

Town Planner Melinda Lee stated the applicant Dugan McDonald has submitted a request to rezone 185 acres on the south side of State Route 260, extending from approximately 700 feet west of the Aultman Parkway roundabout to approximately 2300 feet east of it. The proposal is for a Master Planned Community, comprising of residential, commercial, and recreational uses.

The residential component proposes 38 acres of multi-family residential; which aids in fulfilling a need for workforce housing. Multi-family options provide a means for both temporary, transitional housing as well as an option for families that prefer smaller accommodations. The single-family element encompasses 88 acres, providing an opportunity for additional housing options.

The commercial component proposes lodging, dining, and various levels of retail options, to support the region's tourism and recreational outlets. Within the development, there are proposed areas for open space and trail systems to expand outdoor activities for its residents and visitors.

The request involves a zoning map change from the existing rural residential and heavy commercial zoning to a Planned Area Development (PAD) with an underlying zoning district of C2 (general sales and services). This change would provide zoning that supports the various land uses proposed for this community.

If approved, future phases of development would require the processing of development plans, parcel divisions and associated subdivisions.

Application criteria has been met. Ms. Lee stated there has been communications with a couple of agencies: Arizona Dept. of Transportation (ADOT) who contacted the applicant directly to discuss the requirements for access to State Route 260 from the project and Prescott National Forest who expressed their concerns about direct access to adjoining Forest Service land from the development and asked to be apprised of future activity about the project.

She also stated that staff has received no comments from the public regarding this request.

This project is located within the 260 West Character Area. This area currently supports a full range of land uses. The request would enhance the State Route 260 Corridor and it complies with the General Plan, which calls for affordable housing, the promotion of employment opportunities, and commercial components adjacent to the highway. The request also takes advantage of existing highway design and circulation and will provide the extension of utilities to the area that will benefit future projects.

Ms. Lee stated this project encourages the connectivity of trails and development of pedestrian pathways. Its proposed design includes connectivity to the Forest Service land, which already hosts a myriad of trails systems. The community's design also includes internal pedestrian facilities for recreation and to access internal commercial offerings. The conceptual design for the project shows the developer has taken into consideration the overall appearance for the community, to support the Town's vision of southwestern style. The dedication of open space areas; preservation of natural characteristics and scenic view sheds, including communication with the U.S. Forest Service; and to encourage site-built housing.

Ms. Lee showed aerial photos taken by the office drone of the property. She pointed out each area.

Commissioners Blue and George asked if the developer will need a Traffic Impact Analysis (TIA). Community Development Director Carmen Howard stated yes. Commissioner Baker stated that requiring the TIA is disturbing because we have been working with ADOT all along and is disappointed about communication at this late of date.

Commissioner Blue also asked if sewage has been addressed on site or would the Town be extending the sewer lines. Ms. Lee stated the intent to work towards getting a sewer line extension out to the property. Community Development Director Carmen Howard stated Steve Ayers, Economic Development Director, is working on some funding to get sewer lines out there.

Call for Applicant Presentation:

Applicant Dugan McDonald Mr. McDonald thanked the staff for their presentation and is available to answer any questions or address concerns. He stated the initial traffic studies have been done by ADOT, basically have built that into the design already. A TIA is required with commercial development of any kind. The opinion of ADOT staff is they are not going to overwhelm that highway.

Commissioner Baker also asked about the Opportunity Zone investment timeframe, was it 10 or 20 years for tax benefits; also, will the small businesses that will be there get tax incentives to do business? Mr. McDonald stated there will be opportunities and money available for commercial endeavors.

Commissioner Hough asked about the proposed "Western Village" that is noted on the map. Ms. Lee stated that project is a proposed Western Village and RV Park across the highway that is still being considered.

Commissioner George asked if an archeological site study has been done or will there be one done. Mr. McDonald said yes it has been done and have been cleared.

Commissioner Baker in the PAD it states that 25% of the area is preferred to be open space, and she is guessing that the trail system will be part of that. Mr. McDonald stated that there are trail systems between every component of the development, which makes it more of a community situation.

Commissioner Vanlandingham asked if Mr. McDonald owns the property now. Mr. McDonald said yes it is owned by an LLC and he has three partners in the property. Commissioner Vanlandingham asked how the development will be staged for different uses. Mr. McDonald stated the main driver for the development is the needs of the community, and then tried to build different components into community. The elements work in harmony with each other and enhance each other. There is a hotel chain that is interested in the property, a grocery store chain, and housing would start first. They have letters from Yavapai County giving their approval for standard septic systems for the development.

Commissioner Vanlandingham asked what commercial uses are being considered. Mr. McDonald stated there is an RV/Boat Storage Facility proposed where they provide storage, so people don't clutter their yards or have oversized RVs in their driveways. They would also wash and stock RVs with groceries, similar to the houseboat opportunities at Lake Powell. Commissioner Vanlandingham asked if Mr. McDonald has worked with Camp Verde to direct people to shop in Camp Verde and direct traffic to Camp Verde instead of Cottonwood. Mr. McDonald stated he hasn't considered that point yet. His property will provide commercial options for travelers to exit the highway. Commissioner Vanlandingham asked if it would be structured to have enough commercial activity to meet the needs of the majority of the people living there. Mr. McDonald said it is a small step in that direction but isn't the ultimate answer.

Commissioner George asked how many people are expected to live there; Mr. McDonald doesn't have those figures with him but there are about 800 units that are proposed.

Commissioner Baker asked when the project is expected to begin. Mr. McDonald stated that they need the PAD in place with underlying zoning that will allow the proposed subdivisions. Each track would have individual uses and each would be broken up into sections -- this will be easier to work with.

Commissioner Baker hopes there will be good tax incentives. She asked if the proposed homes are site-built homes manufactured homes; Mr. McDonald stated the homes will all be site built.

Call for Comments from the Public: None

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

Declare Public Hearing Closed at 7:12 pm

Call for Commission Discussion: None

Call for Staff Comments: None

Call for Motion:

Motion was made by Commissioner George to recommend approval of approval of an application for a zoning map change, as requested by the property owner, Dugan McDonald, from RR-2A and C-3 to Planned Area Development (PAD) with C2 zoning, for a Master Planned Community. The property is located on the south side of State Route 260 at Aultman Parkway on parcels 403-15-007B, 403-15-003Q, and 403-15-003R. Second was made by Commissioner Baker.

Call for Discussion of Motion: None

Call for the Question:

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

None.

8. Staff Comments

Community Development Director Carmen Howard stated the Sign Code will be presented at the June meeting.

9. Adjournment

Motion was made by Commissioner Vanlandingham to adjourn the meeting. Second was made by Commissioner Baker. **Motion** carried unanimously with Chairman Norton, Vice Chairman George, Commissioners Blue, McPhail, Hough, Baker and Vanlandingham approving. Meeting was adjourned at 7:15 PM

Chairman Chip Norton

Carmen Howard, Planning & Zoning

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 of the Town of Camp Verde, Arizona, held on the 2nd day of May 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 2nd day of May 2019.

Jennifer Reed

Jennifer Reed, Recording Secretary