



Support your local merchants.

**AGENDA
COUNCIL HEARS PLANNING & ZONING MATTERS
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 25, 2015 at 6:30 P.M.**

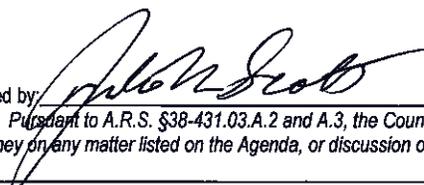
Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Work Session – February 11, 2015
 - 2) Special Session – February 18, 2015
 - 3) Executive Session – February 18, 2015 (recorded)
 - b) **Set Next Meeting, Date and Time:**
 - 1) Wednesday, March 4, 2015 at 6:30 p.m. – Regular Session
 - 2) Wednesday, March 11, 2015 at 5:30 p.m. – Work Session
 - 3) Wednesday, March 18, 2015 at 6:30 p.m. – Regular Session
 - 4) Wednesday, March 25, 2015 at 6:30 p.m. – Council Hears Planning & Zoning
 - 5) Friday, March 27, 2015 at 8:30 a.m. – Council/Manager/Department Heads Retreat
5. **Special Announcements and presentations:**
 - **There are no Special Announcements or Presentations**
6. **Call to the Public for Items not on the Agenda.**
7. **Public Hearing, Discussion, consideration, and possible approval of Ordinance 2015-A404, an Ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting an amendment to the Zoning Map of the Planning and Zoning Ordinance for parcel 403-19-115B consisting of approximately 0.76 acres from R1-35 (Density of 35,000 square feet minimum lot area per dwelling) to R1-10 (Density of 10,000 Square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Drive. Staff Resource: Michael Jenkins**
 - **Call for STAFF PRESENTATION**
 - **Declare PUBLIC HEARING OPEN**
 - **Declare PUBLIC HEARING CLOSED**
 - **Call for COUNCIL DISCUSSION**
8. **Call to the Public for items not on the agenda.**
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:

02-19-15 12:10 AM

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.

DRAFT MINUTES
COUNCIL WORK SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
Wednesday FEBRUARY 11, 2015 at 5:30 P.M.

1. **Call to Order**

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

2. **Roll Call**

Mayor Charles German, Vice Mayor Baker, Councilors Bruce George, Carol German, Brad Gordon and Robin Whatley were present. Councilor Jessie Jones was absent.

Also present: Marshal Nancy Gardner, Town Clerk Virginia Jones, Finance Director Mike Showers, Library Director Kathy Hellman, Assistant to Town Manager/Risk Manager Carol Brown and Recording Secretary Marie Moore.

3. **Pledge of Allegiance**

Mayor German led the pledge.

4. **Presentation and review, followed by discussion and possible direction to staff regarding the proposed updated Financial Operations Guide. (FOG) Manual. Staff Resource: Mike Showers**

Finance Director Mike Showers gave a brief overview of the FOG Manual. Councilor Gordon questioned why performance bonds were not listed as a requirement for all contract services. Town Clerk, Virginia Jones indicated that it was her understanding, per state statute, that performance bonds are only required above a certain monetary amount. Gordon indicated that he would prefer to see performance bonds required on all jobs.

Vice Mayor Baker questioned the Finance Directors ability to make operating transfers of 5% or less without Council approval. Showers explained that this specifically pertained to budgeted items and used payroll payouts as an example.

Showers requested Council review the second signature requirement for transfers of funds. He indicated that on a bi-weekly basis he transfers over \$100,000 for payroll and at times it has been difficult to get a second signature

Councilor George questioned the Town's donation process and inquired if there are forms that exists for the public to make donations. George indicated that in the past he had requested staff move forward with a process, Showers indicated he remembered the discussion and stated that issues exist with certain donations that aren't acceptable and there needs to be a set policy and the donation must be deemed a donation by Showers.

5. **Discussion, consideration, and possible direction to staff regarding the proposed, updated Camp Verde Library Policy and Procedures Manual. Staff Resource: Kathy Hellman**

Library Director Kathy Hellman indicated to Council that she had not made any changes since Council's last review of the Policy and Procedure Manual.

Gordon inquired about overdue fines at \$.10 cents a day and if there was a cap on the accrual amount up to the cost of the replacement of the item. Hellman explained that there is a \$10 cap on every late fee and if a material is lost the fine is the cost of the item plus any late fee accrued. Mayor German commended Hellman on an excellent document.

6. **Discussion, consideration, and possible direction to staff regarding the proposed updated Camp Verde Marshal's Office General Orders.** Staff Resource: Nancy Gardner

Mayor German clarified with Marshal Gardner that the General Order policy under review is in the most part brand new material. Gardner confirmed the statement and explained that the last policy for the Marshal's Office was dated from 2004 and needed updated to comply with current Arizona Statutes and Bill of Rights for employees.

Councilor Gordon expressed concern that 90% of the work performed by the Marshal's Office is not related to Town Code, and as long as there were no conflicts with Town procedures/codes, he felt that it was not a document that the Council's should have to approve, as it related to Law Enforcement.

Marshal Gardner stated that she was available to answer questions and give any explanation regarding why and how things were done within the department. Gardner emphasized her aspiration for a transparent policy and explained that the construction of the policy has been a diligent but lengthy process.

Mayor German stated he liked the content and felt that the policy should be available for viewing. Mayor German also indicated that it is the duty of the Town Manager to make sure the departments policy and procedures manuals are consistent with Town Codes and State Statutes. It was suggested that the policy manual be reviewed every 3 years for awareness purposes.

Councilor George indicated his that he had reviewed the policy and noticed the term "respect" throughout the document and stated he was happy to read that. Councilor George also agreed with Councilor Gordon that he did not believe it was Council's duty to approve the document.

Mayor German indicated that he felt it is the Town Manager's responsibility to notify Council if there is a significant change being made, but it is not the Council's responsibility to approve all procedures and policies.

Marshal Gardner indicated that it is her ultimate goal to make the policy thorough but flexible in the same sense. It needs to be in the best interest of the town, employees and workability as a whole. Commander Girt indicated that other Law Enforcement agencies have a professional standards department that reviews and revises policies per ARS on a quarterly basis, but the Town does not currently have a professional standards department and due to the age of the previous manual, almost all of the procedures were in need of revision.

Marshal Gardner indicated that the Marshal's Office legal advisors keep the department notified, in a timely manner, if there are legislative changes and every revision will also be documented on the policy.

Mayor German inquired about the liability factor and requested Carol Brown address Council. Brown indicated that since Gardner has been with the Town, there has been no litigation from that department to date.

Councilor Gordon questioned if there is any statement that indicates the town policy supersedes this policy. Brown indicated that she did recall it being included. Brown stated that any future changes should be handled on a manager and department head issue with notification to Council.

Mayor German requested confirmation that nothing with-in the policy conflicts with anything within the current town codes and policies and requested the Town Attorney review the policy as he would be representing the Town if litigation did occur.

Council requested that Marshal Gardner contact the Town attorney to see if there are any state statues or items in the Town Code stating that the Council must review and approve the Marshal's Office Policies and Procedures.

Councilor German requested a statement from the attorney if his nor Council's approval is needed.

7. **Adjournment**

On a motion by Baker, seconded by Gordon, the meeting adjourned at 6:37 pm.

Charles German, Mayor

Marie Moore, Recording Secretary

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/Work Session of the Town Council of Camp Verde, Arizona, held on February 11, 2015. I further certify that the meeting was duly called, held, and that a quorum was present.

Dated this _____ day of _____, 2015.

Virginia Jones, Town Clerk

Y.A.2



**MINUTES
SPECIAL SESSION-EXECUTIVE SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 18, 2015 at 5:00 P.M.**

- 1. **Call to Order**
Mayor German called the meeting to order at 5:00 p.m.
- 2. **Roll Call**
Mayor Charles German, Vice Mayor Jackie Baker, Councilors Bruce George, Brad Gordon, Jessie Jones. Carol German and Robin Whatley were present.

Also Present:
Town Clerk Virginia Jones

- 3. **Pledge of Allegiance**
Mayor German led the Pledge of Allegiance
- 4. **Discussion regarding the Town Manager's Annual Performance Evaluation, to include review of individual Council Evaluation Forms and development of one evaluation for the Manager.** Note: Council may vote to hear this matter in Executive Session pursuant to ARS §38-431.03 (A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

On a motion by Councilor Brad Gordon seconded by Councilor Bruce George, Council voted unanimously to adjourn to Executive Session to discuss the Town Manager's Annual Performance Evaluation to include review of individual Council Evaluation Forms and development of one evaluation for the Manager.

Council went into Executive Session at 5:01 p.m.

- 5. **Adjournment**

Charles German, Mayor

Virginia Jones, Recording Secretary

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 Session of the Town Council of Camp Verde, Arizona, held on February 18, 2015. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2014.

Virginia Jones, Town Clerk



Town of Camp Verde

Exhibit A - Agenda Item Submission Form – Section I

Meeting Date: February 25, 2015 Town Council

- Consent Agenda Decision Agenda
- Presentation Only Council Decision

Requesting Department: Community Development

Staff Resource/Contact Person: Jenna Owens – Assistant Planner

Agenda Title (be exact): *P): Public Hearing, Discussion, Consideration and possible approval of Ordinance 2015-A404 an Ordinance of the Town of Camp Verde, Yavapai County, Arizona on ZMC 20140324 an application submitted by Ms. Patricia Janousek, owner of parcel 403-19-115B requesting a Zoning Map Density Change to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.*

List Attached Documents: Application, Directions to Property, Letter of Intent, Diminution of Value Waiver, Neighborhood meeting affidavit, Neighbor letters in support, Agency Comments, Site Plan, Vicinity Map, Land Use Map and Zoning Map of Adjacent properties.

Estimated Presentation Time: 15 min.

Estimated Discussion Time: 30 min.

Reviews Completed by:

Department Head: Michael Jenkins

Town Attorney Comments:

Attorney reviewed, not corrections or comments.

Finance Department

Fiscal Impact:

Budget Code: _____ **Amount Remaining:** _____

Comments:

Exhibit B -- Agenda Item Submission Form -- Section II (Staff Report)

Town of Camp Verde Town Council

Agenda Item Submission Form – Section II (Staff Report)

Department: Community Development

Staff Resource/Contact Person: Michael Jenkins – Community Development Director

Contact Information: Mike Jenkins 554-0051

Background:

History: Ms. Janousek's parcel has two manufactured homes on the property. One which she and her son occupy and the other which use to belong to her parents. Her parent's home has been there for 26 years and they have since passed away. Due to the upkeep and Ms. Janousek's continued health concerns, she would like to be able to split the property and sell the parcel with the additional home to alleviate the upkeep. In order to split the property, which is now required to have 35,000 square feet per dwelling, would need to have a density of 10,000 square feet per dwelling. Property to the north & east are zoned RR (Rural Residential 2 acre minimum). The RR properties primarily to the east are legal non-conforming. These lots are far under the required 2 acre minimum. Yavapai County put the overlay zoning into place in September of 1970. When this zoning was put into place, the existing subdivision became "legal non-conforming". The property to the south and west are zoned R1-35.

This Zoning Map Density Change would allow the property to come into compliance with the current Planning & Zoning Ordinance for lot size and density requirements. As the property is now, with two single family dwellings, our code only allows for one dwelling on any one lot.

The following has been completed by the applicant and staff:

Agencies were notified. The responses are as follows:

Town of Camp Verde Building Official – No Comments

Town of Camp Verde Community Development Director – This density change will bring this property in compliance with the Planning & Zoning Ordinance.

Yavapai County Flood – This parcel is currently not located within any FEMA or District-Designated Floodplain.

Camp Verde Sanitary District – If the property is split, it is recommended that property lines be a minimum of 5' from all portions of the onsite waste water system.

The following has been completed by the applicant and staff:

- 24 letters were mailed to properties within 300' of the subject parcel on January 15, 2015. This letter advised the neighbors of the Planning & Zoning Commission and the Town Council meeting times and dates.

The applicant mailed out letters to the neighboring property owners within 300' of the subject property and invited them to a meeting to express concerns and comments. In addition the property was posted with the meeting information.

The meeting was held December 09, 2014 at the home of Ms. Janousek. A staff member was present. **No neighbors were in attendance, the Community Development Office received six letters in support of the Zoning Map Change from the neighbors.**

Staff Recommendation: Staff recommends approval since this requested density change, if approved, would bring the subject parcel into compliance.

Planning & Zoning Commission Recommendation:

Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Zoning Map Density Change 20140324, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115B, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.

On a motion by Blue, seconded by Freeman, Commission voted unanimously for approval to Council on Zoning Map Density Change 20140324, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115B, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.

Recommended Motion: *A Motion for approval (or denial) of Ordinance 2015-A404 an Ordinance of the Town of Camp Verde, Yavapai County, Arizona on ZMC 20140324 an application submitted by Ms. Patricia Janousek, owner of parcel 403-19-115B, a Zoning Map Density Change to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.*



ORDINANCE 2015 A404 **DRAFT**

AN ORDINANCE OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING AN AMENDMENT TO THE ZONING MAP OF THE PLANNING AND ZONING ORDINANCE FOR PARCEL 403-19-115B CONSISTING OF APPROXIMATELY 0.76 ACRES FROM R1-35 (DENSITY OF 35,000 SQUARE FEET MINIMUM LOT AREA PER DWELLING) TO R1-10 (DENSITY 10,000 SQUARE FEET MINIMUM LOT AREA PER DWELLING). THE PROPERTY IS LOCATED AT 1624 W. STAGECOACH DR.

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

WHEREAS, Part 6, Section 601 of the Planning and Zoning Ordinance allows for the amendment, supplement or change of zoning boundaries or zoning text regulation of the Planning and Zoning Ordinance by the Town Council and,

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

Section 1:

I The Town Council hereby finds as follows:

- A. A request for **Zoning Map Change 20140324** was filed by Ms. Patricia Janousek owner for the purpose of rezoning parcel 403-19-115B **FROM R1-35 (density of 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling)**. The legal description is attached as **Exhibit A and the Map as Exhibit B**. (Map is available in the Town Clerk's Office at 473 S. Main St. Suite 102 Camp Verde, AZ 86322)
- B. The Zoning Map Change was reviewed and approved by the Planning Commission on **February 05, 2015** in public hearing that was advertised and posted according to state Law.
- C. A neighborhood Meeting was held by the applicant on **December 09, 2014** as required by ARS 9-462.03B.
- D. The Waiver of Diminution of Value Claim has been signed by the owner and is attached as **Exhibit C**.
- F. The proposed use will not constitute a threat to the health, safety, welfare or convenience to the general public and should be approved.

Zoning Map Change 20140324 is approved, based upon the following findings:

- A. The property is classified on the Town's General Plan Land Use Map as commercial and is consistent with State Planning Law and the requirements of the Camp Verde General Plan.
- B. The Zoning Change will promote the public health, safety, and welfare of the general public.

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. This ordinance is effective upon completion of publication and any posting as required by law.

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.

PASSED AND ADOPTED by a majority vote of the Town Council in an open meeting by the Town Council, Town of Camp Verde, Arizona, on the 25th day of February 2015.

Approved: _____
Charles German - Mayor

Date: _____

Attest: _____
Virginia Jones, Town Clerk

Approved as to form:



William J. Sims III, Town Attorney

EXHIBIT A

A portion of Lot 16, VERDE WEST ESTATES II SUBDIVISION, as recorded in Book 13 of Maps and Plats, Page 52, Yavapai County Recorder's Office, Yavapai County, Arizona and described as follows:

**Beginning at the most Northerly corner of said Lot on Horseshoe Bend Drive;
Thence South 7°21'00" East 69.60 feet along said Lot line to the True Point of Beginning;
Thence South 74°20'00" East 264.73 feet along the Northerly line of said Lot;
Thence South 15° 29'42" West 168306 feet along the Easterly line of said Lot;
Thence North 74°25'30" West 107.61 feet along the Southerly line of said Lot;
Thence North 31°25'10" West 242.03 feet;
Thence South 82°02'10" East 19.83 feet to the True Point of Beginning.**

VICINITY MAP
NOT TO SCALE



ZONING MAP CHANGE

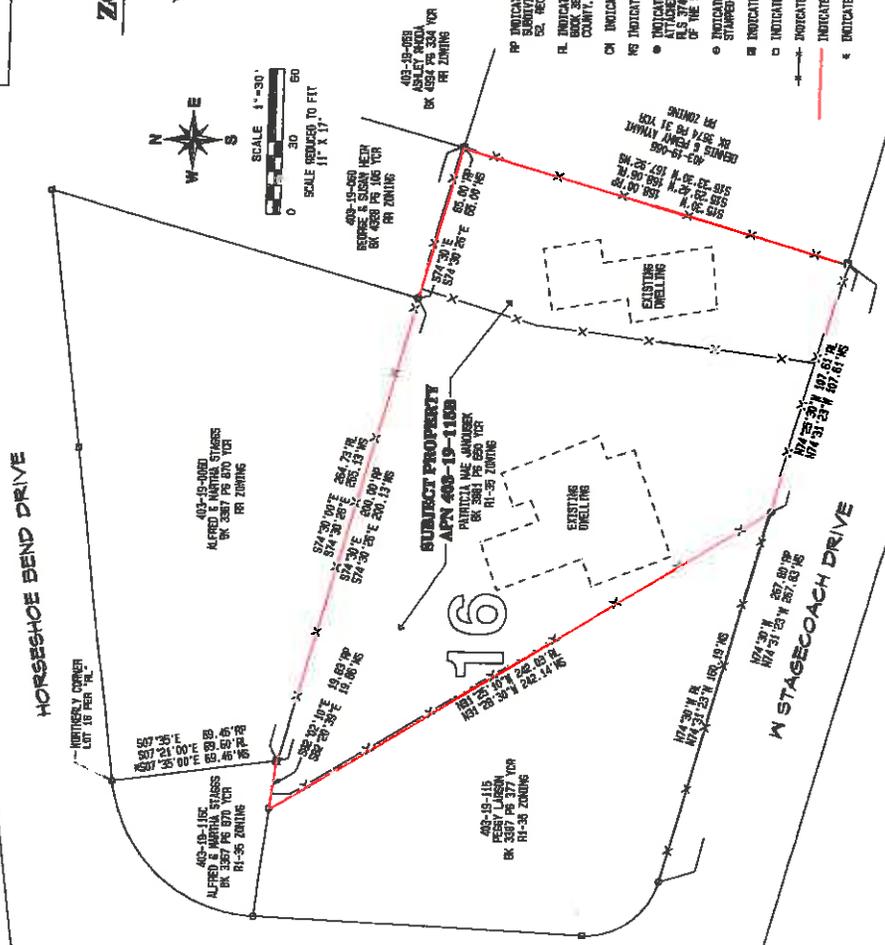
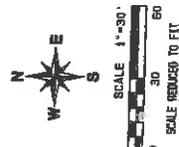
OF A PORTION OF
LOT 16
VERDE WEST ESTATES II
SUBDIVISION
SITUATED IN A PORTION OF
SECTION 13
T14N-R4E
NW1/4
SILA & SALT RIVER MERIDIAN
YAVAPAI COUNTY
AZ

PREPARED FOR:
PATRICIA WHE JANDUSK

CURRENT ZONING:
RI-35

LEGEND

- RP INDICATES RECORDED DIMENSION PER "VERDE WEST ESTATES II" SUBDIVISION PLAT RECORDED IN BOOK 18 OF MAPS & PLATS, PAGE 52, RECORDS OF YAVAPAI COUNTY, AZ.
- RL INDICATES RECORDED DIMENSION PER WARRANTY DEED RECORDED IN BOOK 3811 OF OFFICIAL RECORDS, PAGE 500, RECORDS OF YAVAPAI COUNTY, AZ.
- CR INDICATES CALCULATED DIMENSION DERIVED FROM MEASURED DATA.
- RI INDICATES REASURED DIMENSION THIS SURVEY.
- INDICATES FOUND 1/2" IRON BAR WITH PLASTIC CAP OR TAG ATTACHED; AFFIXED PLASTIC WASHER STAMPED "YAVAPAI COUNTY, AZ" TO PERTINENT CORNER, ACCEPTED AS PROPERTY CORNER OF THE SUBJECT SURVEY AS SHOWN HEREIN.
- INDICATES FOUND 1/2" IRON BAR WITH PLASTIC CAP OR TAG STAMPED "S 11281".
- INDICATES SET PLASTIC CAPPED IRON BAR STAMPED "SLS 3700".
- INDICATES CALCULATED POSITION - MONUMENT NOT FOUND OR SET.
- INDICATES EXISTING FORCE LINE.
- * INDICATES PROPERTY LINE THIS SURVEY.



SURVEYOR'S CERTIFICATION

I, JUDY A. STONE, A LICENSED LAND SURVEYOR IN THE STATE OF ARIZONA, HEREBY CERTIFY THAT THE SURVEY HEREIN WAS PERFORMED UNDER MY DIRECT SUPERVISION DURING THE MONTH OF OCTOBER, 2014.

SCALE 1" = 30'

PREPARED ON 11/06/2014
PRELIMINARY DRAFT
NOT FOR CONSTRUCTION
OR RECORDING

PREPARED BY:
JUDY A. STONE, NLS

GEOMETRIX LLC
LAND SURVEYING SERVICES
1947 VENTNOR CIRCLE
PHOENIX, AZ 85001
(602) 448-1800 www.geometrix.com

SURVEY NOTES

THIS IS NOT AN A.L.T., A.C.S.M., SURVEY AND THEREFORE WITH RESPECT TO DETERMINATION OF THE PRESENCE OF AGREEMENTS, ETC., OF PUBLIC RECORD.

THE BASIS OF BEARINGS FOR THIS SURVEY IS GEODETIC NORTH BASED ON GPS RTK OBSERVATIONS UTILIZING A LOCALIZED CALIBRATION.

CURRENT VESTING DEED FOR THE SUBJECT PROPERTY IS RECORDED IN BOOK 3881 D.P., PAGE 150, YCA.

ZONING MAP CHANGE
OF A PORTION OF
LOT 16
VERDE WEST ESTATES II
SITUATED IN A PORTION OF
SECTION 13
T14N-R4E
NW1/4
SILA & SALT RIVER MERIDIAN
YAVAPAI COUNTY
AZ



Land Use

Project #: 20140324

Case: 14-27

Application Form

1. Application is made for:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Zoning Map Change | <input type="checkbox"/> Use Permit | <input type="checkbox"/> General Plan Amendment |
| <input type="checkbox"/> Conceptual Plan Review | <input type="checkbox"/> Preliminary Plat | <input type="checkbox"/> Final Plat |
| <input type="checkbox"/> PUD Zoning | <input type="checkbox"/> Variance | <input type="checkbox"/> Sign |
| <input type="checkbox"/> Street Abandonment | <input type="checkbox"/> Minor Land Division | <input type="checkbox"/> Wireless Tower |
| <input type="checkbox"/> Appeal | <input type="checkbox"/> Verification of Non-Conforming Use | |
| <input type="checkbox"/> Site Plan Compatibility Review (Commercial) | | |
| Other: _____ | | |

2. Project Name: ZONING MAP CHANGE 1624 W. STAGECOACH DR.
Please print or type legibly

3. Contact information: (a list of additional contacts may be attached)
Owner Name: PATRICIA JANOUSEK Applicant Name: _____

Address: 1624 W STAGECOACH DR. Address: _____

City: CAMP VERDE State: AZ Zip: 86322 City: _____ State: _____ Zip: _____

Phone: 928-567-2165 Phone: CELL: 928-202-1047

E-mail: PATMJ41@GMAIL E-Mail: _____

4. Property Description: Parcel Number 403-19-115B Acres: 0.76

Address or Location: 1624 W. STAGECOACH DR.

Existing Zoning: R1-35 Existing Use: RESIDENTIAL

Proposed Zoning: R1-10 Proposed Use: RESIDENTIAL

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

CHANGE ZONING TO ACCOMMODATE LOT SPLIT.

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: Patricia Janousek Date: 11-17-14 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: _____ Date: _____



Directions to Property

Assessor's Parcel Number 403-19-115 B

Applicants Name PATRICIA JANDUSEK

Property Address 1624 W. STAGECOACH DR.

Directions To Property:

FROM TOWN HALL TURN LEFT TO STATE ROUTE 260. TURN RIGHT ON STATE
ROUTE 260 TO HORSESHOE BEND DR. RIGHT ON HORSESHOE BEND TO
W. BRONCO DR. LEFT ON BRONCO TO W. STAGECOACH DR. TURN RIGHT ON
W. STAGECOACH DR. TO 1624 W. STAGECOACH DR.

Letter of Intent

To: The Town of Camp Verde

This letter is to advise the town of Camp Verde that I wish to do a zoning map change on my parents home. Map included. There home is connected to my property. My address is 1624 W. Stagecoach Dr. I would like to separate their 10,000 sq ft of property. The home has been there for 26 years. My parents have passed away. I have continued to do all of the upkeep on the home and grounds along with taxes and insurance. I have been fighting cancer and chemo and it would be helpful not to have this extra burden. I am hopeful that this will be possible.

Thank you for your consideration,

P. Janausch

Affidavit

I PATRICIA JANOUSEK owner of parcel 403-19-115B have notified my neighbors within 300' of my residence, by sending letters on 11-12-14 to notify them of the neighborhood meeting that I conducted on the 9 day of DEC. 2014.

I posted my property with meeting date and time on the 11-12-14 day of Nov. 2014.

I PATRICIA JANOUSEK owner of parcel 403-19-115B have provided a summary of Neighborhood meeting I conducted to the Planning & Zoning Department of Camp Verde within 15 days attesting to the issues and concerns discussed at the Neighborhood Meeting held on the 9 day of DEC. 2014.

Summary

Statement: NO NEIGHBORS ATTENDED. PLEASE SEE LETTERS ATTACHED.

If Summary statement is too long, attach a copy.

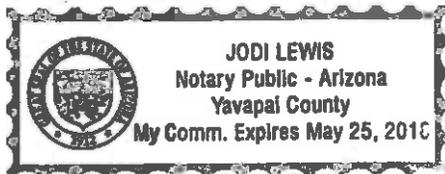
State of Arizona}

County of Yavapai}

Patricia Janousek
Signature of Document Signer No. 1

Signature of Document Signer No. 2

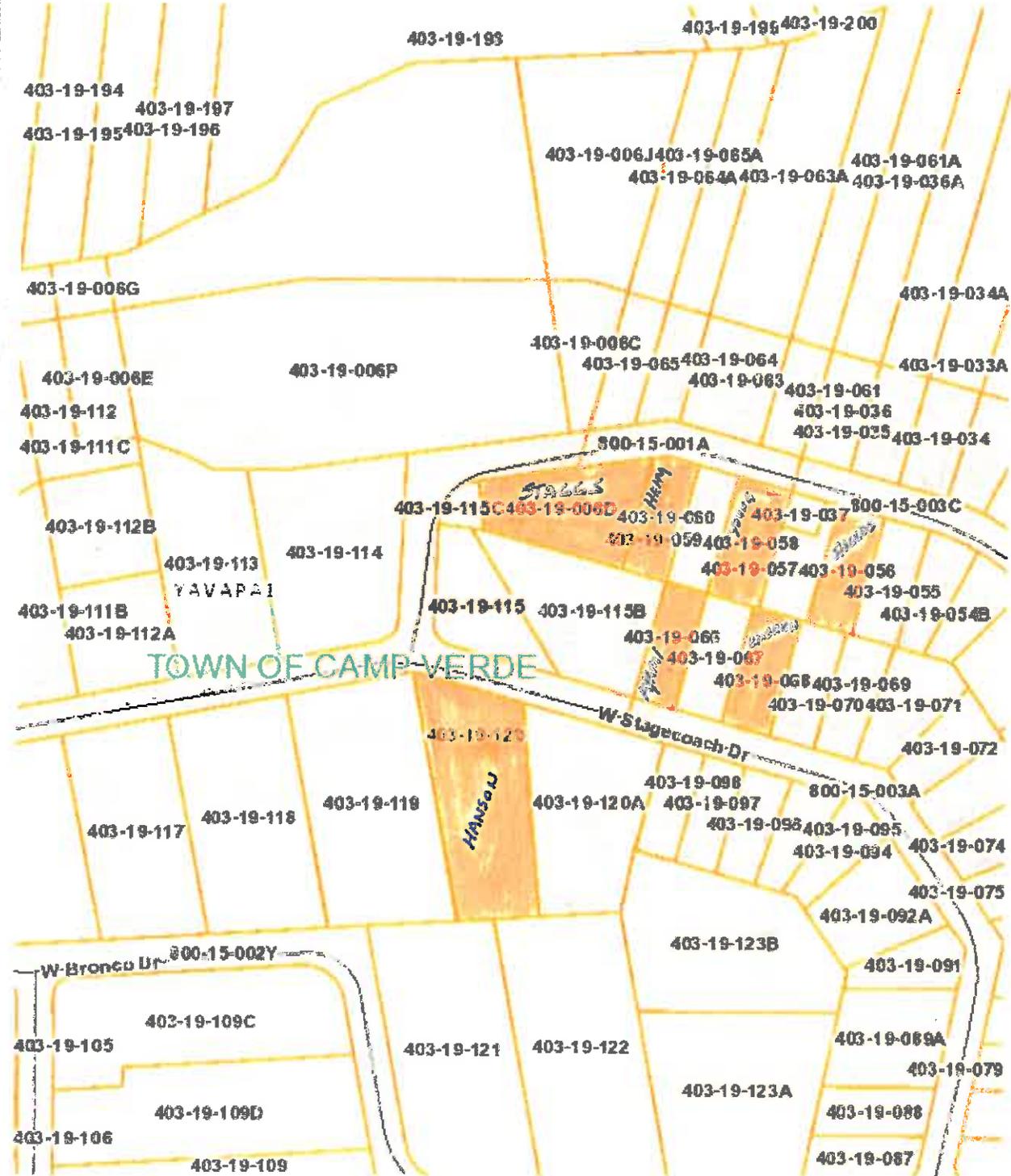
Subscribed and sworn to (or affirmed) before me this 11th day of December 2014.



[Signature]
Signature of Notary

Letters of Support

Letters of Support



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: 1/27/2015



just a note

The division of the
property at 1624 Stagecoach
is fine with Carl and
Martha Stagger property
owners at 1655 Horseshoe Bend.

Martha Stagger
Alfred C Stagger
12/4/14

403-19-0060



† AMERICAN LUNG ASSOCIATION.
Fighting for Air



Dec. 9, 2014

To Whom it may concern—

We have no objections to your getting a "zoning map change".

1605 W. Horseshoe Bend - Marilyn Shields

1619 W. Horseshoe Bend - D. D. Young
1619 W. Horseshoe Bend Lynda Young

The property next to
our home is up for
Rezoning. Located at
1624 W. Stagecoach DR.
Camp Verde AZ.

We give our APPROVAL
as this would cause
no problems with our
lot. Located at
1630 W. Stagecoach DR.

Sincerely
Remy Ayman
12-08-14

To Whom it may Concern

We George & Susan Heim
of 1625 W. Horseshoe Bend Dr. C.V.
are aware of the Land divide
that Pat of 1624 Stagescoach C.V.
wishes to do, We are in total
agreement that she be able
to do this. Therefore we wish
to give our consent.

Mr. & Mrs George P. Heim
Dec. 7th 2014

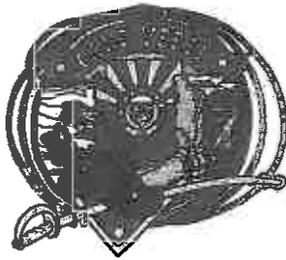
To Whom It May Concern.

I am fine with the land division
request at 1624 W. Stagecoach.

Patricia Emdin
1608 W. Stagecoach
Camp Verde Az

My wife & I are fine with Pat
Janousek splitting her property

A.S. Willey 12-4-14
625 w Stagecoach Dr.



Town of Camp Verde
Community Development
473 S. Main St., Suite 108
Camp Verde, AZ 86322
Tel: (928) 554-0053
Fax: (928) 567-7401
Email:
jenna.owens@Campverde.az.org

TRANSMITTAL

FORM

TO: Robert Foreman-Building Official

FROM: Jenna Owens

Company: Town of Camp Verde

Projects: Zoning Map Change

Address: 473 S. Main Street
Camp Verde, AZ 86322

Project Number: 20140324

Date Sent: January 7, 2015

Description of Project:

Application Type: **Zoning Map Change**
Project Number: **201400324**

Description of Project: **Zoning Map Change**

UP2014-00324

Zoning Map Density Change, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.

Including:

- Application
- Vicinity Map
- Narrative
- Site Plan

Signature

Date

1-6-15

NO COMMENT ON CONCERNS

Jenna Owens

From: Vickie Lewis <Vickie.Lewis@yavapai.us>
Sent: Wednesday, January 21, 2015 5:15 PM
To: Jenna Owens
Subject: 403-19-115, Zoning Map Chane

Jenna,

I am not sure whether I responded to you or not on this one. But just in case, I am at this time (squeaking in at the deadline – so sorry).

This parcel is currently not located within any FEMA or District-Designated Floodplain. The Revised Study of the Verde River, which should become effective October 2, 2015, will place this parcel within Shaded Zone X, which was previously known as the 500-year floodplain. There are no restrictions for construction or insurance requirements for the Shaded Zone X classification.

Let me know if you would like me to participate in your meeting, but everything looks okay to me. Thank you,

*Vickie Lewis
Hydrologist
Yavapai County Flood Control
(928) 649-6222*

All messages created in this system belong to the Town of Camp Verde and should be considered a public record subject to disclosure under the Arizona Public Records Law (A.R.S. § 39-121 et seq.) Town employees, Town public officials, and those who generate email to them, should have no expectation of privacy related to the use of this technology. The content of this message may contain the private views and opinions of the sender and does not constitute a formal view and/or opinion of the Town unless specifically stated. The contents of this email and any attachments may contain confidential and/or proprietary information, and is intended only for the person/entity to whom it was originally addressed. Any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this email in error please notify the sender immediately by return e-mail and delete this message and any attachments from your system.

Furthermore, to ensure compliance with the Open Meeting Law, Council or Board / Commission / Committee members who are recipients of this message should not forward it to other members of the Council or Board / Commission / Committee of the Town of Camp Verde. Council Members or Board / Commission / Committee members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board / Commission / Committee members.

Please consider our environment before printing this email. 

Jenna Owens

From: Stacey Clark <Stacey.Clark@yavapai.us>
Sent: Wednesday, January 21, 2015 9:43 AM
To: Jenna Owens
Subject: Zoning map change application review 20140324
Attachments: 403-19-115B.pdf

Jenna,
After reviewing this project, the only comments that YCDS-EU has is:

No issues with the zoning map change.

If property is then split, it is recommended that property lines be a minimum of 5' from all portions of the onsite wastewater system. Copies of both septic permits are attached for your convenience.

Thanks and have a great day!!


Stacey Clark
Environmental Health Specialist II
Yavapai County Development Services-Environmental Unit
10 S 6th Street
Cottonwood, AZ 86326
(928) 639-8151
stacey.clark@yavapai.us

It is too late, when told to evacuate! BE FIREWISE - www.regionalinfo-alert.org

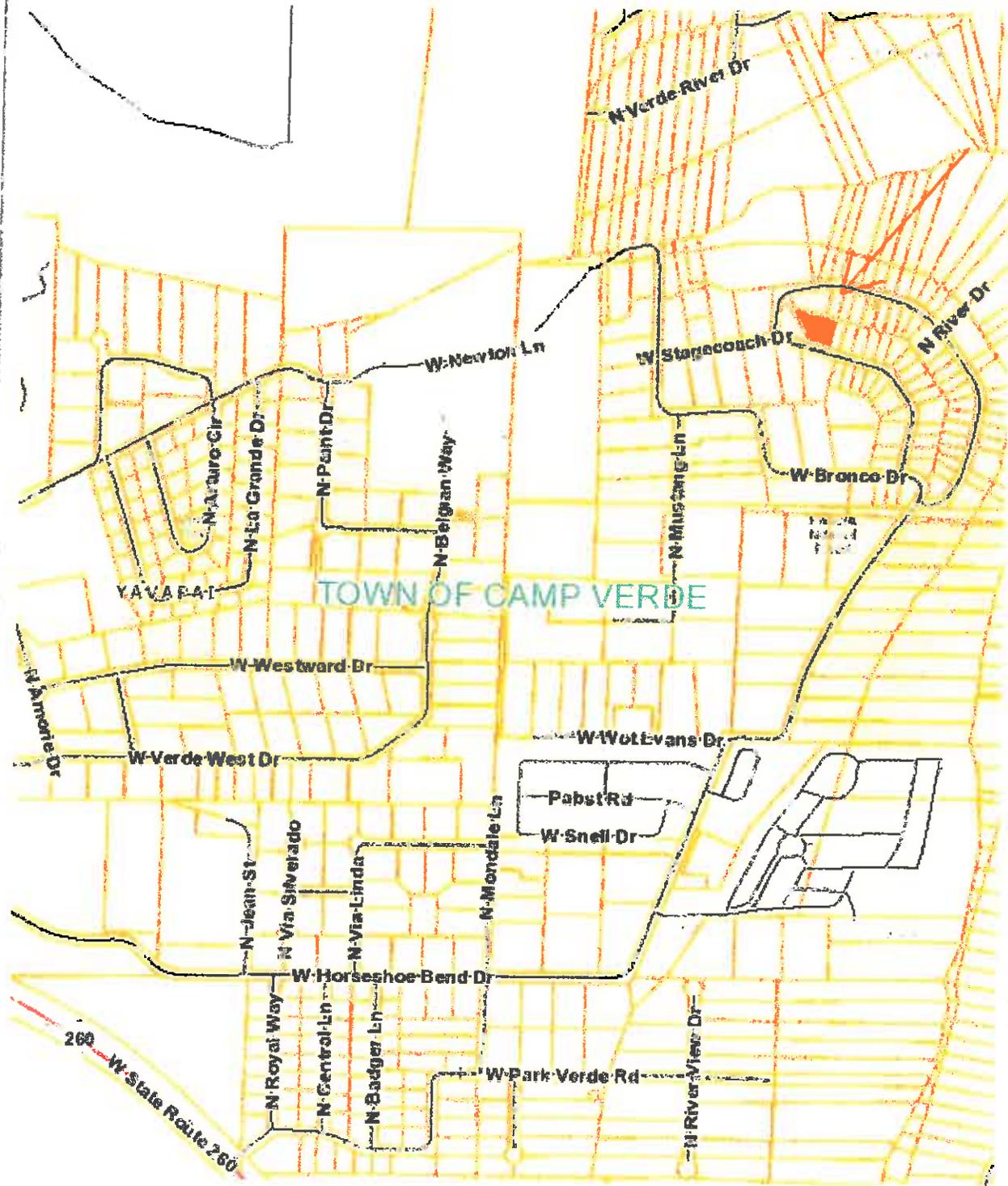
May the road rise to meet you, May the wind be always at your back, May the sun shine warm upon your face, The rains fall soft upon your fields, And until we meet again, May God hold you in the palm of His hand."

All messages created in this system belong to the Town of Camp Verde and should be considered a public record subject to disclosure under the Arizona Public Records Law (A.R.S. § 39-121 et seq.) Town employees, Town public officials, and those who generate email to them, should have no expectation of privacy related to the use of this technology. The content of this message may contain the private views and opinions of the sender and does not constitute a formal view and/or opinion of the Town unless specifically stated. The contents of this email and any attachments may contain confidential and/or proprietary information, and is intended only for the person/entity to whom it was originally addressed. Any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this email in error please notify the sender immediately by return e-mail and delete this message and any attachments from your system.

Furthermore, to ensure compliance with the Open Meeting Law, Council or Board / Commission / Committee members who are recipients of this message should not forward it to other members of the Council or Board / Commission / Committee of the Town of Camp Verde. Council Members or Board / Commission / Committee members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board / Commission / Committee members.

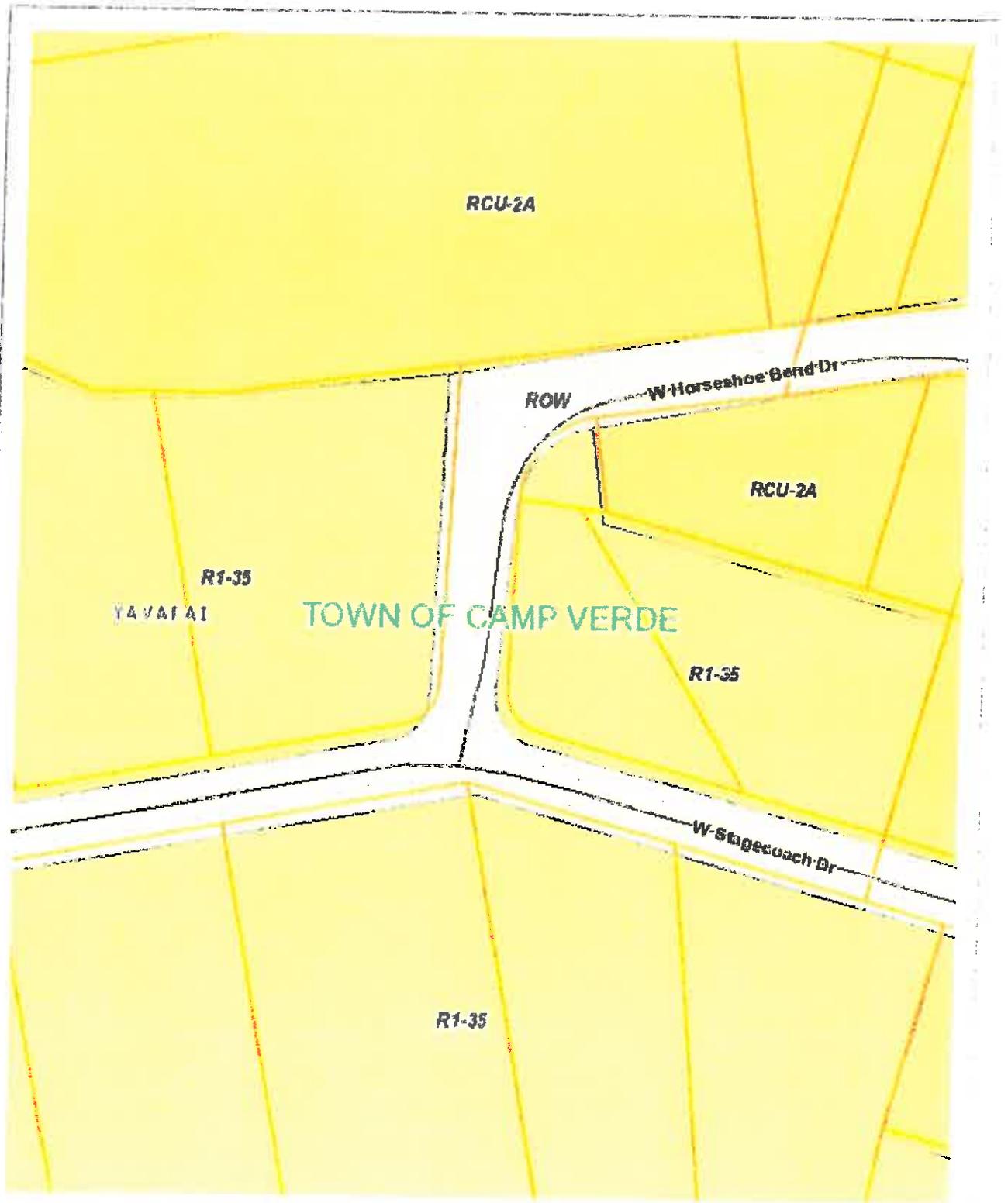
Please consider our environment before printing this email. 

Janousek



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.

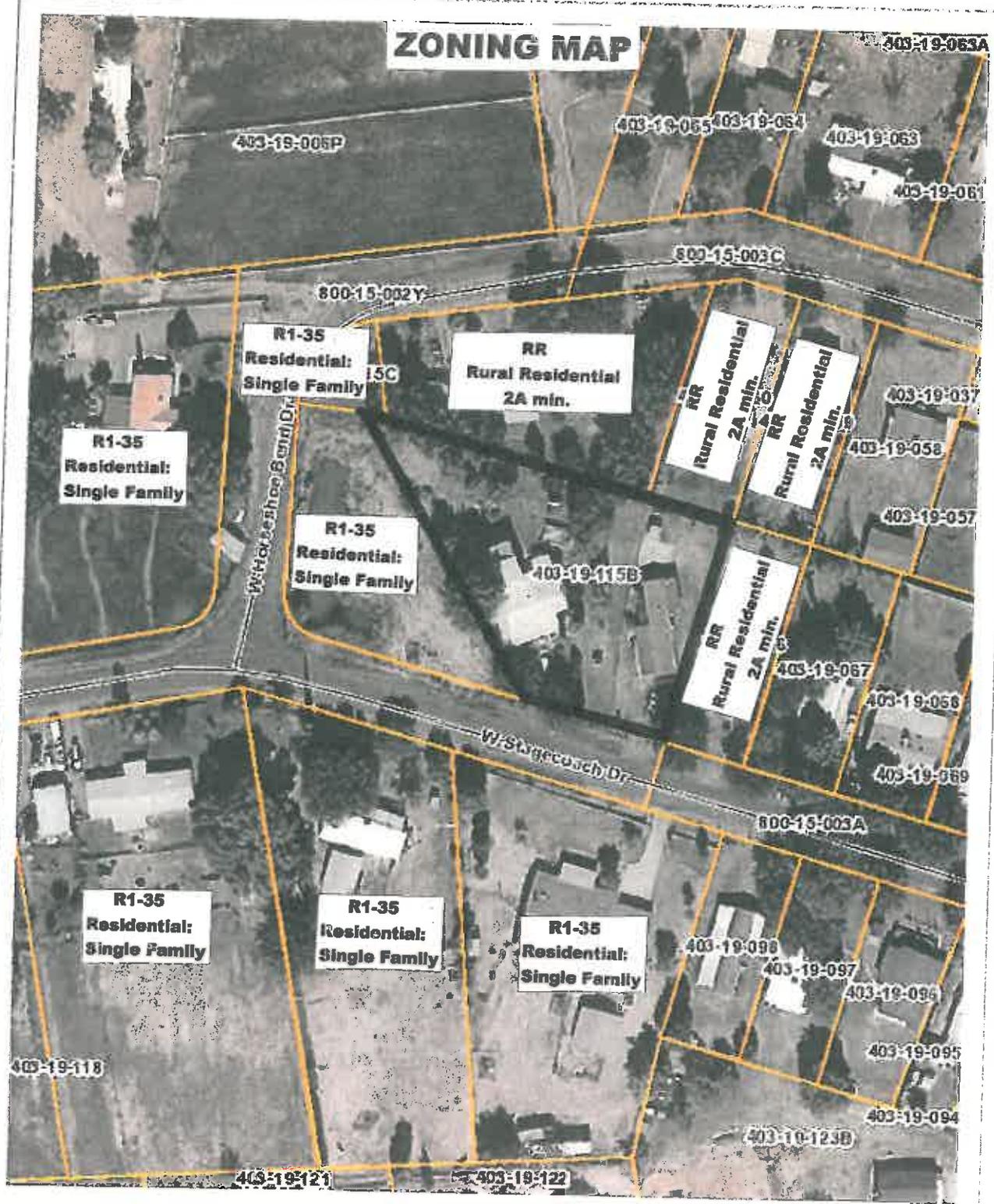
Map printed on: 1/26/2015



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: 1/21/2015

ZONING 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 11/17/2014

LAND USE MAP

**All properties are:
Rural Residential
2 Acre minimum**



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 used as a legal document. The information is provided subject to the express condition that the user knowingly waives any, and a title claims for damages against Yavapai County that may arise from the use of this data.

Map printed on 11/17/2014

DRAFT MINUTES
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY FEBRUARY 05, 2015
6:30 PM

1. **Call to Order**
Chairman Davis called the meeting to order at 6:30 pm.
2. **Roll Call**
Chairman Davis, Vice Chairman Freeman, Commissioners Blue, Burnside, Hisrich and Parrish.
Absent: Commissioner Norton

Also Present: Community Development Director Mike Jenkins, Asst. Planner Jenna Owens and Recording Secretary Marie Moore.
3. **Pledge of Allegiance**
Commissioner Hisrich 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:**
No minutes for approval
 - b. **Set Next Meeting, Date and Time:**
February 12, 2015
February 26, 2015

On a motion by Blue, seconded by Freeman, Commission unanimously approves the Consent Agenda.

5. **Call to the Public for Items not on the Agenda**
No Public Comment.
6. **Public Hearing, Discussion and possible Recommendation for approval (or denial) to Council on Zoning Map Density Change 20140324, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115B, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.**

On a motion by Blue, seconded by Freeman, Commission voted unanimously for approval to Council on Zoning Map Density Change 20140324, an application submitted by Ms. Patricia Janousek owner of parcel 403-19-115B, which is 0.76 acres. The property owner is requesting to go from zoning R1-35 (density 35,000 square feet minimum lot area per dwelling) to R1-10 (density 10,000 square feet minimum lot area per dwelling). The property is located at 1624 W. Stagecoach Dr.

Owens gave a description and history of the property and brief overview of the applicant's request. Owens explained that the request for change would also bring the property into compliance with the Planning and Zoning Ordinance, at the current property is not in compliance.. Owens indicated that the town received 6 letters of support from surrounding neighbors regarding the application.

Blue voiced concern regarding meeting setback requirements, Jenkins assured it would be met.

Freeman questioned the size of parcels in the surrounding area. Owens explained the sizes and then gave an explanation of why the zoning ordinance and parcel size is not met on the surrounding properties and explained there is a provision specifically for the area. Owens did explain that they are in compliance and conformation with the current zoning.

Davis asked if the property line would need to be 5 feet from any septic as requested by the Yavapai County Environmental Services, the applicant explained that the requirements are already met.

Jenkins explained that there is a process to ensure the applicant will meet all requirements and setbacks.

There will be no Public input on the following items:

7. Commission Informational Reports:

Burnside questioned who oversees the amendment of the Simonton Ranch PAD and if Commission would be reviewing the process.

Davis reported that he held a public meeting at the Crystal Lattice regarding the General Plan and was pleased with the turn-out. Davis indicated he received good feedback from local business owners and public regarding the progress of the General Plan and the Character Area's.

8. Staff Comments

None.

9. Adjournment

On a motion by Parrish, seconded by Freeman, the meeting adjourned at 6:45 pm.

Chairman B.J. Davis

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 Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 5th day of February, 2015. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this _____ of _____, 2015.

Marie Moore, Recording Secretary