



*Support your local merchants*

**AGENDA  
TOWN OF CAMP VERDE  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S. MAIN STREET, SUITE 106  
WEDNESDAY, NOVEMBER 1, 2017 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 Jackie Baker, Buck Buchanan, Dee Jenkins, Brad Gordon, Robin Whatley; Vice Mayor Jessie Murdock; and Mayor Charles German.

**3. Pledge of Allegiance**

**4. Consent Agenda –** All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

**a) Approval of the Minutes:**

- 1) Work Session – October 11, 2017
- 2) Special “Field Trip” Session – October 18, 2017
- 3) Regular Session – October 18, 2017

**b) Set Next Meeting, Date and Time:**

- 1) Wednesday, November 8, 2017 at 5:30 p.m. – Work Session
- 2) Wednesday, November 15, 2017 at 6:30 p.m. – Regular Session
- 3) Wednesday, November 22, 2017 at 6:30 p.m. - Council Hears Planning & Zoning – CANCELLED by Resolution 2017-972
- 4) Wednesday, December 6, 2017 at 6:30 p.m. – Regular Session

**c) Possible authorization for the Mayor (or Vice Mayor) to execute required documents to facilitate the donation of parcel 404-15-149, in Verde Lakes Unit 2 subdivision. [Staff Resource: Russ Martin]**

**d) Possible approval of Liquor License Application for Acquisition of Control for Jodi L. Vurnovas, Good 2 Go Stores, LLC, located at 1897 Pueblo Ridge Road, Suite A in Camp Verde, Arizona. (Staff Resource: Judy Morgan)**

**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

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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. **[Discussion and possible] approval of the Library Posting and Display Policy and Application.** [Staff Resource: Kathy Hellman]
    - 7.2. **Ordinance 2017-A427, An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona amending the Town Zoning Map to change the Zoning Classification of an approximately 1-acre parcel, located at 2480 N. Arena Del Loma, APN # 403-19-137, from R1-35 (Residential: Single Family 35,000-Square-Foot Minimum Lot Size) District to RS (Residential and Services [Staff Resources: Carmen Howard]**
    - 7.3. **Resolution 2017-990, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring as a Public Record a certain document filed with the Town Clerk and entitled “amendments to the Planning and Zoning Ordinances and Subdivision Regulations” dated November 1, 2017.** [Staff Resource: Carmen Howard]
  8. **Public Hearing Agenda. Public hearing, discussion and possible action.**
    - 8.1. **Public Hearing, Discussion and Possible Recommendation to the Town Council for Ordinance 2017-A428, An Ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by reference a certain document filed with the Town Clerk entitled “Amendments to the Planning and Zoning Ordinances and Subdivision Regulation dated November 1, 2017”, amending Section 102B, Non-Conforming Uses and Structures; Section 103, Definition of Terms; Section 203, Use Districts; Section 204, Use District Regulatory Criteria; Section 301, Exceptions to Yard and Height Requirements; Section 303, Home Occupations; Section 306, Mobile/Manufactured Home Parks (MHP & RV Parks); Section 312, Shipping Containers; Section 403, Off-Street Parking and Loading; and Section 405, Outdoor Lighting”, of the Town of Camp Verde Planning and Zoning Ordinances and Subdivision Regulations.** [Staff Resource: Carmen Howard]
      - 8.1.1. **Staff Comments.**
      - 8.1.2. **Public Hearing Opened.**
      - 8.1.3. **Public Hearing Closed.**
      - 8.1.4. **Council Discussion.**
  9. **Call to the Public for items not on the agenda. (Please complete Request to Speak Card and turn in to the Clerk.)**
  10. **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.

**11. 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.

## 12. 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

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.

- Bashas's Community Board
- Town Hall
- Website

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**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**WORK SESSION**  
**MAYOR AND COUNCIL**  
**473 S MAIN STREET, SUITE 106**  
**WEDNESDAY, OCTOBER 11, 2017 AT 5:30 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**

Mayor German called the meeting to order at 5:31 p.m.

**2. Roll Call.** Council Members: Jackie Baker, Buck Buchanan, Dee Jenkins, Brad Gordon, Robin Whatley; Vice Mayor Jessie Murdock; and Mayor Charles German were present.

**Also Present:** Town Manager Russ Martin, Town Clerk Judy Morgan, Finance Director Mike Showers, Recording Secretary Marie Moore

**3. Pledge of Allegiance**

Mayor German led the Pledge of Allegiance.

**4. Agenda Items for Discussion.** No legal action can be taken.

**4.1. Presentation by Mark Reader of Stifel Nicolas, and staff regarding possible refinancing and new financing options with the Sanitary District debt and Wastewater Division of the Town of Camp Verde. The Council will be discussing these options and possibly giving direction on moving forward to bring formal proposals back for Council decision.** [Staff Resource: Mike Showers and Russ Martin]

Town Manager Russ Martin introduced Mark Reader and briefly explained Mr. Reader's previous work history with the Town as well as his experience working with the Sanitary District and the Water Infrastructure Finance Authority (WIFA). Russ Martin explained that the goal of the presentation is to give Council information regarding where the project is headed and preparation for the WIFA Board Meeting that will take place in December in order to pursue funds and finalize the submitted application.

Mark Reader of Stifel Nicolas explained to Council that his purpose is to provide them with technical assistance prior to making any final decisions and then to raise the funds to make the projects possible, all while doing such in the best interest of the town.

Mark Reader distributed a PowerPoint presentation to Council which is attached to the minutes as a permanent record.

Mark Reader informed Council that the Town of Camp Verde is no longer eligible to receive grant money from the USDA due to the increase in population, the cutoff being 10,000 residents and under, but the Town is eligible to receive funds through WIFA.

Mark Reader explained to Council the current debt profile of the Sanitary District, including subsidized interest rates, how the debt is currently being paid and solutions to paying the debt off in the future. Mark Reader explained that with the Council's approval, the Town can move forward expeditiously to complete the WIF1 applications, which consist of 3 total, and completion of the project can be expected around March of 2018. The Town would

need to hire a Utility Rate Consultant and to expect a 3-5% rate increase which is not uncommon. An amortization schedule was reviewed, explaining how the Town would pay off the debt and how rate schedules would be effected. Russ Martin reviewed the projects under consideration that funding would be necessary for in order of priority.

**4.2. Presentation by Mark Reader of Stifel Nicolas, and staff regarding possible financing options available to fund the new Camp Verde Sports Complex. The Council will be discussing these options and possibly giving direction on moving forward with formal funding proposals back for Council decision.** [Staff Resource: Mike Showers and Russ Martin]

Within the same PowerPoint Presentation affixed to the record, Mark Reader outlined the financial needs of the Town to begin the two phases of construction for the new Camp Verde Sports Complex. Mark explained that if the Town would isolate \$385,000 of sales tax funds, the first phase of construction would be funded and other financing options would need to be pursued for the completion of the second phase. If the Town is to consider a bond option, the funds would be available by the first quarter of 2018. Councilor Brad Gordon expressed concern that the request for \$385,000 would use 75% of the CIP Funds. Mayor Charles German questioned if the expansion of SR 260 would bring growth and increased revenue to the Town within the next 3-4 years. Town Manager, Russ Martin advised Council to not exceed \$350,000 of CIP Funding. Vice Mayor Jessie Murdock indicated her excitement to move forward with the project and feels that the Town would be making an investment.

**4.3. Review of, possible modification to and consideration of the Draft Town Manager Agreement/Contract Template as a basis of negotiation with Town Managers (current and future).** [Resource: Mayor German and Councilor Jenkins]

Mayor German called the meeting for a break at 6:57 p.m., the meeting resumed at 7:03 p.m.

Mayor German addressed Council explaining that he and Councilor Jenkins did thorough research and are presenting a generic template for Council to consider for a contract/agreement with the current and future Town Managers.

Councilor Jackie Baker commended the Mayor and Councilor Jenkins for their hard work, feels the template is straight forward and recommended accepting the changes indicated by Town Attorney Bill Simms.

Council discussed that the Town Code would need modification to state that there is a 7-member Council and the majority will always be 4. Council discussed automatic contract renewal with time limits regarding termination. Councilor Gordon expressed that he felt the Insurance Coverage offered to the Town Manager should not be limited to what the Town employees receive. Councilor Jenkins clarified that what the Council is reviewing is simply a template to go by, and each manager would be treated differently and specific negotiations would be added appropriately as needed. The template under review does not reflect any final contract. The contract will still need a final review from the Town Attorney, Bill Simms.

Councilor Jenkins indicated that the last sentence of section 9B “any problem issues must be resolved in a timely manner as agreed mutually between Town and the Manager” be removed, as such a situation should be handled in a performance evaluation.

Council directed the Mayor to send the template to the Town Attorney for final review and move forward with presenting a contract to the current Town Manager, Russ Martin.

**5. Adjournment**

The meeting adjourned at 7:28 pm.

\_\_\_\_\_  
Mayor Charles German

\_\_\_\_\_  
Attest: Town Clerk Judy Morgan

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during Council Meeting of the Town Council of Camp Verde, Arizona, held on October 11, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Judy Morgan, Town Clerk

# TOWN OF CAMP VERDE, ARIZONA



Financing Alternatives Discussion Regarding:  
Wastewater Utility Improvement Projects and Refundings  
and  
Parks and Open Space Projects

Wednesday, October 11, 2017  
5:30 P.M.

Presented By:  
Mark Reader  
Managing Director  
November 1, 2017  
[mreader@stifel.com](mailto:mreader@stifel.com)

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# Purpose of Study Session and Town Public Policy Goals and Objectives

## **Purpose of Study Session**

1. Educate Town Council on all alternatives to efficiently finance wastewater utility public infrastructure and possible refundings of prior debt obligations issued by the Sanitary District;
2. Rural utility finance is complex resulting in the need to educate;
3. Select alternative(s) which is in the best interest of the Town/District and its citizens.

## **Town of Camp Verde WW Utility Public Policy Goals and Objectives**

1. WW utility operated as an Enterprise Utility System. (System Revenues pay for operating expenses and debt service without Town subsidy);
2. Maximize Grant Funds (principal forgiveness); minimize amount of debt to be issued;
3. Growth to pay for itself (i.e., commercial development);
4. Regional public infrastructure to be paid for by all customers in a fair and equitable manner;
5. Operate as efficient as possible;
6. Responsibly adjust utility rates and charges as necessary and review each budget year but minimize, to the extent possible.

# Town and Sanitary District Debt Profile



**\$3,936**  
**Plant and Collection Line Project**  
**Series 1**  
**Dated: 6/13/2007**  
**Special Assessment Revenue**

Fiscal Year Ending (July 1)	Principal	Coupon
2018	\$136.979	4.125%
2019	142.861	4.125%
2020	148.987	4.125%
2021	155.364	4.125%
2022	162.005	4.125%
2023	168.920	4.125%
2024	176.120	4.125%
2025	183.617	4.125%
2026	191.424	4.125%
2027	199.552	4.125%
2028	208.016	4.125%
2029	216.829	4.125%
2030	226.005	4.125%
2031	235.560	4.125%
2032	245.520	4.125%
	<u>\$2,797.757</u>	

Call

Features:

Callable at par at anytime

# Wastewater Utility Enterprise System Financial Overview

1. \$1,085,853 Annual Revenues (6/30/2016)
2. \$1,006,254 Annual Maintenance and Operation Expenses (not including depreciation)
3. \$80,000 Net Revenues
4. Town subsidizing 2009 financing – not payable from current WW enterprise revenues
5. Limited funds available for capital replacement
6. WW Utility rate increase likely required to fund improvements

# Wastewater Utility Financing Alternatives

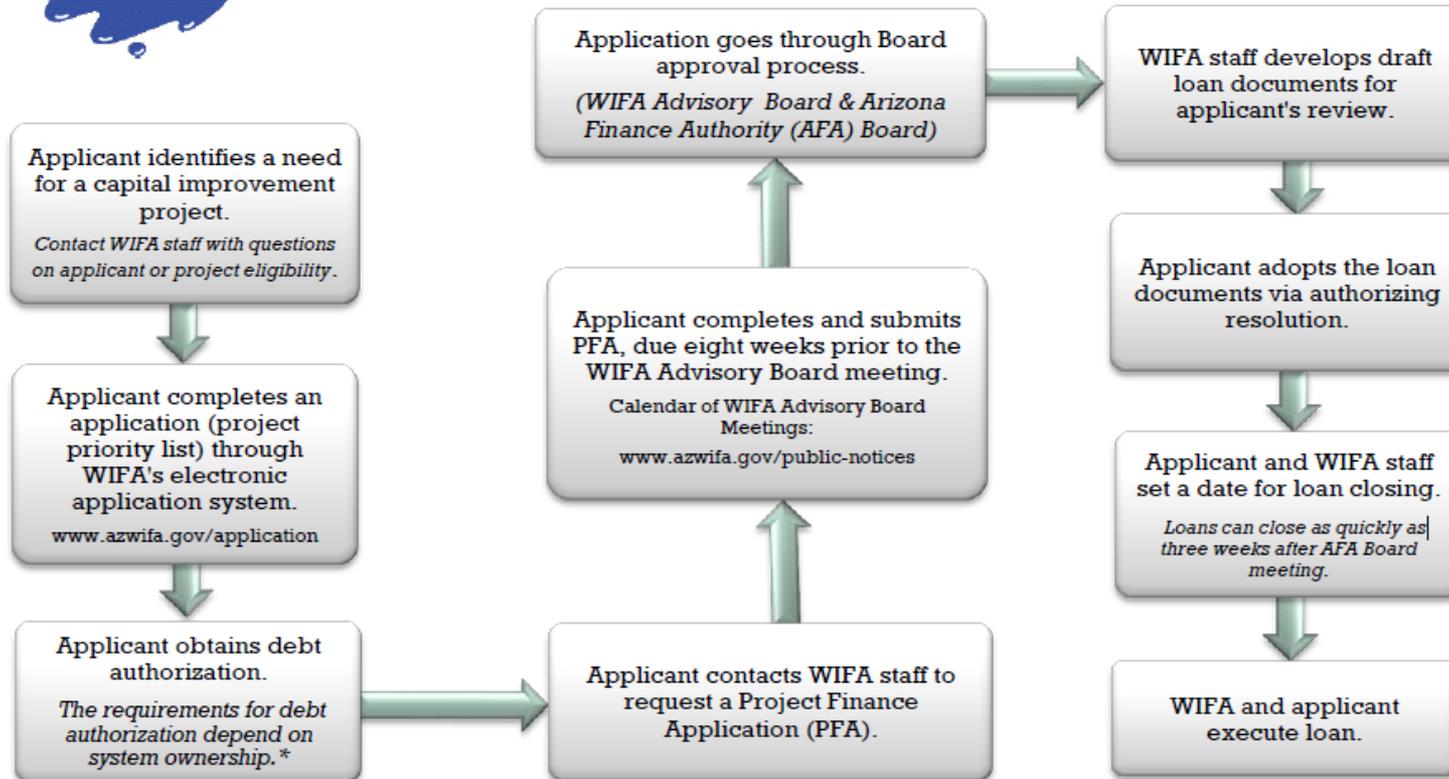
## Financing Alternatives Utilized by Arizona Governments to Fund Water & Wastewater Acquisition & Infrastructure Improvements

**Governmental Issuers: Arizona, Cities, Towns, Counties & Special Tax Districts**

Type of Infrastructure	General Obligation Bonds	Utility Rev. Bonds	Excise Tax Rev. Bonds	Comm. Facilities Districts (CFDs)	Special Assessment Bonds	State of AZ & Federal Bond / Loan Programs			
						Water Infra. Finance Authority (WIFA)(a)	Greater Az. Develop. Authority (GADA)	USDA-RUS	North American Develop. Bank
Water & Wastewater	✓	✓	✓	✓	✓	✓	✓	✓	✓



## Loan Application Process



**\*Debt Authorization Requirements**

- 1) For private, ACC-regulated drinking water systems: obtain approval of a financing application from the Arizona Corporation Commission.
- 2) For governmental systems with a population less than 50,000:
  - Repaying debt through excise tax or system revenue: obtain approval by resolution of the governing body.
  - Repaying debt through General Obligation (property taxes): obtain approval by bond election.
- 3) For governmental systems with a population greater than 50,000: obtain approval by bond election.

4) **Sanitary Districts** have special requirements. Please contact WIFA staff for more information.

# New Money Projects Under Consideration

# New Money Projects Under Consideration

Projects	Cost Estimate	Sub-total	Purpose
Drying Beds (dirt work \$200,000)	906,810		Primary system Cost Savings
Sludge Pump Vaults 1&2	110,400		
Yard Piping	30,000	1,047,210	
Lagoon closure West	100,000		Secondary Syst. Sustaining Plant
Repurpose Lagoons	180,000		
Lagoon Liner (if req'd by ADEQ)	75,000	355,000	
Plant change over includes Header Pipe replacement, rework clarifier and wasting improvements	600,000		Incr'd Capacity - .3 to .65
Fire Main back to WWTP	105,000	705,000	
Solar Installation	500,000	500,000	Energy & Cost Savings
Adding UV disinfection	320,000	320,000	Best Syst/Reduce Chl use
UV and Filter Building	80,000	80,000	Protect System
Lift Station VFD	27,000		Sustaining Plant
Lift Station Pump	80,000		
Lift Station SCADA	30,000	137,000	
Truck Pump Station includes road widening and culvert	30,000	30,000	Sell water / limit ground water use from Const.
Engineering/Cost of Money (15%)	330,000	330,000	

**Total Projects**

**3,504,210**

Est'd Principal Forgiveness

500,000

Final WIFA Draw-down

500,000

**Debt Requirement**

**2,504,210**

# Sample Amortization Schedule

# New Money Projects Under Consideration

## Scenario 1 (no forgivable principal) (a)

Period Ending	Principal	Coupon	Interest	Debt Service
07/01/2018	65,000	2.050%	30,750.00	95,750.00
07/01/2019	130,000	2.050%	60,167.50	190,167.50
07/01/2020	130,000	2.050%	57,502.50	187,502.50
07/01/2021	135,000	2.050%	54,837.50	189,837.50
07/01/2022	135,000	2.050%	52,070.00	187,070.00
07/01/2023	140,000	2.050%	49,302.50	189,302.50
07/01/2024	140,000	2.050%	46,432.50	186,432.50
07/01/2025	145,000	2.050%	43,562.50	188,562.50
07/01/2026	145,000	2.050%	40,590.00	185,590.00
07/01/2027	150,000	2.050%	37,617.50	187,617.50
07/01/2028	155,000	2.050%	34,542.50	189,542.50
07/01/2029	155,000	2.050%	31,365.00	186,365.00
07/01/2030	160,000	2.050%	28,187.50	188,187.50
07/01/2031	165,000	2.050%	24,907.50	189,907.50
07/01/2032	165,000	2.050%	21,525.00	186,525.00
07/01/2033	170,000	2.050%	18,142.50	188,142.50
07/01/2034	175,000	2.050%	14,657.50	189,657.50
07/01/2035	175,000	2.050%	11,070.00	186,070.00
07/01/2036	180,000	2.050%	7,482.50	187,482.50
07/01/2037	185,000	2.050%	3,792.50	188,792.50
	<b>3,000,000</b>		<b>668,505.00</b>	<b>3,668,505.00</b>

# New Money Projects Under Consideration

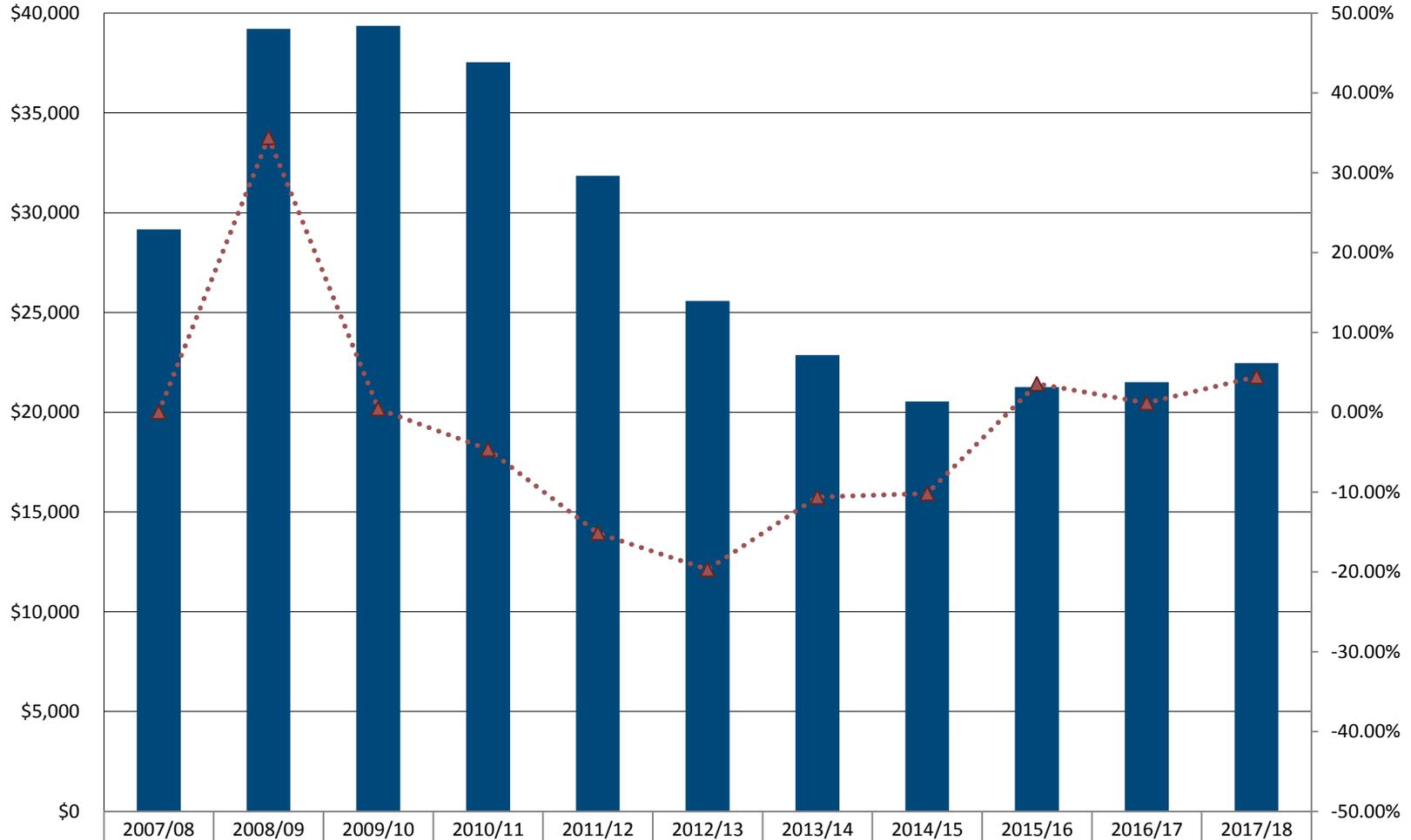
## Scenario 2 (20% forgivable principal) (a)

Period Ending	Principal	Coupon	Interest	Debt Service
07/01/2018	50,000	2.050%	24,600.00	74,600.00
07/01/2019	100,000	2.050%	48,175.00	148,175.00
07/01/2020	105,000	2.050%	46,125.00	151,125.00
07/01/2021	105,000	2.050%	43,972.50	148,972.50
07/01/2022	110,000	2.050%	41,820.00	151,820.00
07/01/2023	110,000	2.050%	39,565.00	149,565.00
07/01/2024	115,000	2.050%	37,310.00	152,310.00
07/01/2025	115,000	2.050%	34,952.50	149,952.50
07/01/2026	120,000	2.050%	32,595.00	152,595.00
07/01/2027	120,000	2.050%	30,135.00	150,135.00
07/01/2028	125,000	2.050%	27,675.00	152,675.00
07/01/2029	125,000	2.050%	25,112.50	150,112.50
07/01/2030	130,000	2.050%	22,550.00	152,550.00
07/01/2031	130,000	2.050%	19,885.00	149,885.00
07/01/2032	135,000	2.050%	17,220.00	152,220.00
07/01/2033	135,000	2.050%	14,452.50	149,452.50
07/01/2034	140,000	2.050%	11,685.00	151,685.00
07/01/2035	140,000	2.050%	8,815.00	148,815.00
07/01/2036	145,000	2.050%	5,945.00	150,945.00
07/01/2037	145,000	2.050%	2,972.50	147,972.50
	2,400,000		535,562.50	2,935,562.50

# 10-year History of Net Limited Assessed Values for the Sanitary District

# 10-Year History of Assessed Values for the District

	<b>Net AV for Taxes</b>
<b>5-Year Average:</b>	<b>-2.33%</b>
<b>10-Year Average:</b>	<b>-1.63%</b>

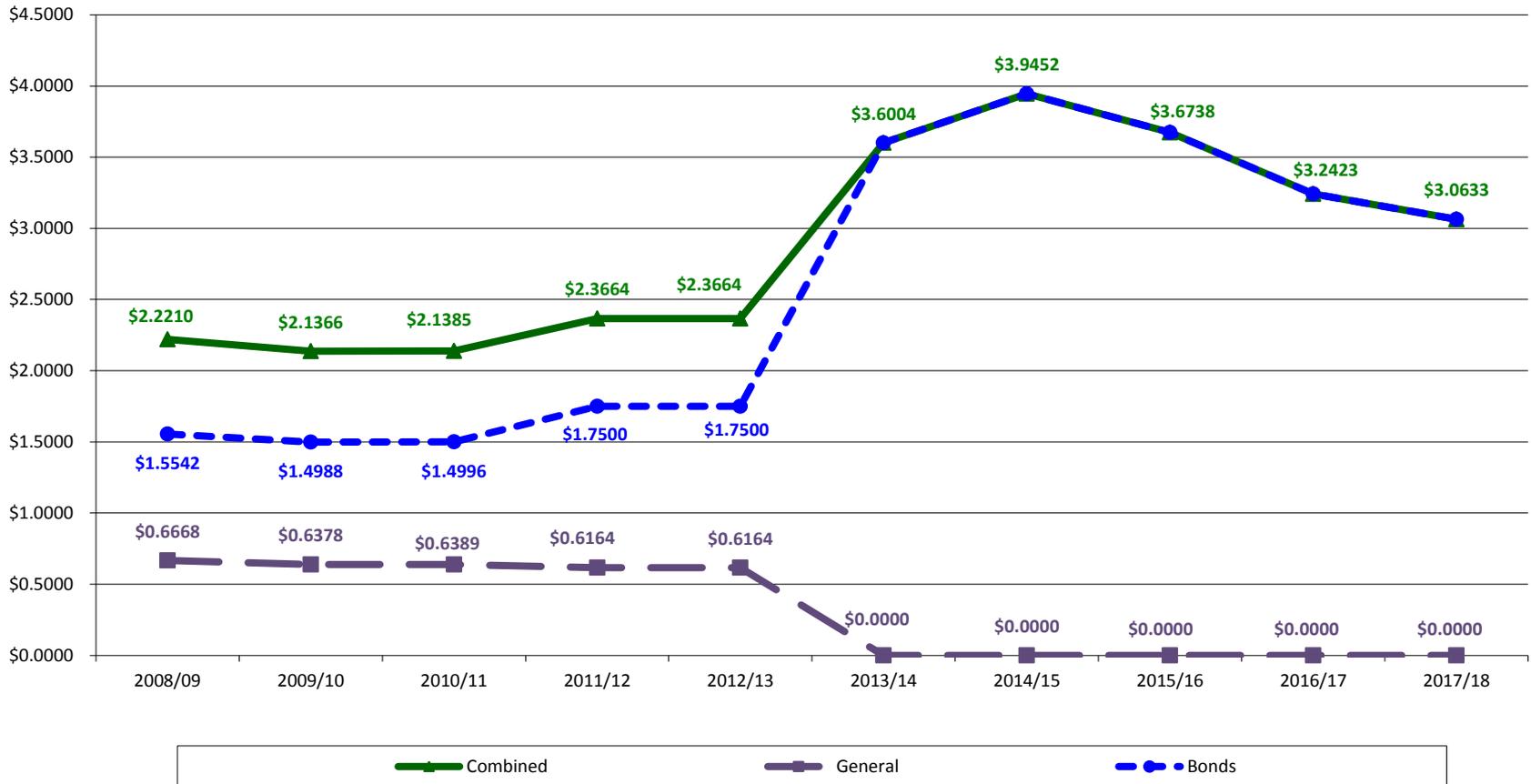


Net AV for Taxes	\$29,169	\$39,209	\$39,372	\$37,544	\$31,855	\$25,578	\$22,859	\$20,533	\$21,262	\$21,508	\$22,466
Net LAPV % Change	0.00%	34.42%	0.42%	-4.64%	-15.15%	-19.70%	-10.63%	-10.18%	3.55%	1.16%	4.45%

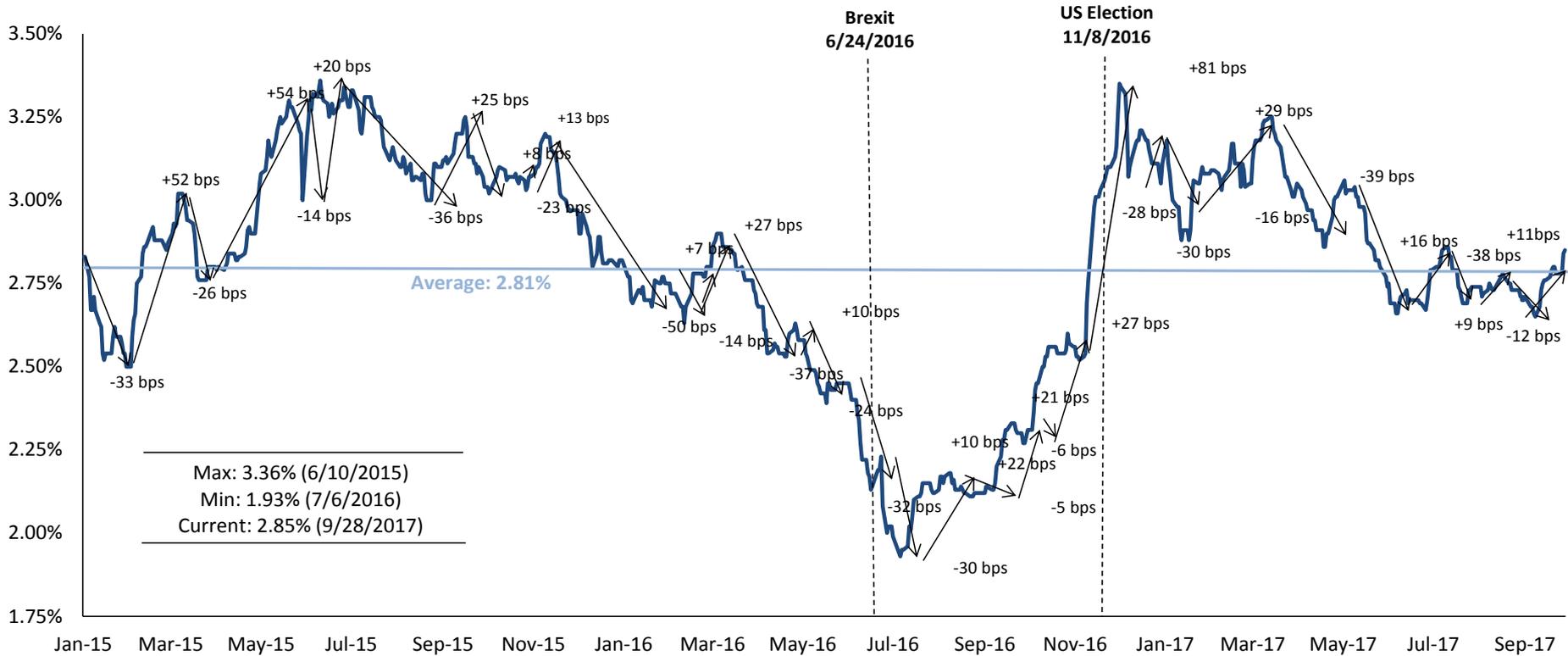
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# 10-year History of Secondary Property Tax Rates for the Sanitary District

# 10-Year History of Secondary Property Tax Rates for the District



# Bond Market Update



# Refunding Scenarios for the Sanitary District

# Summary of Bonds Being Refunded

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
WIFA Loan, Series 2004, 2004:					
SERIAL	07/01/2018	3.136%	32,486.45	01/01/2018	100.000
	07/01/2019	3.136%	33,505.23	01/01/2018	100.000
	07/01/2020	3.136%	34,555.95	01/01/2018	100.000
	07/01/2021	3.136%	35,639.63	01/01/2018	100.000
	07/01/2022	3.136%	36,757.29	01/01/2018	100.000
	07/01/2023	3.136%	37,910.01	01/01/2018	100.000
	07/01/2024	3.136%	35,798.13	01/01/2018	100.000
			<u>246,652.69</u>		
WIFA Loan, Series 2006, 2006:					
SERIAL	07/01/2018	3.293%	236,842.11	01/10/2018	100.000
	07/01/2019	3.293%	236,842.11	01/10/2018	100.000
	07/01/2020	3.293%	236,842.11	01/10/2018	100.000
	07/01/2021	3.293%	236,842.11	01/10/2018	100.000
	07/01/2022	3.293%	236,842.11	01/10/2018	100.000
	07/01/2023	3.293%	236,842.11	01/10/2018	100.000
	07/01/2024	3.293%	236,842.11	01/10/2018	100.000
	07/01/2025	3.293%	236,842.11	01/10/2018	100.000
	07/01/2026	3.293%	236,842.11	01/10/2018	100.000
			<u>2,131,578.99</u>		
Plant and Collection Line Project, Series 1, SA1:					
BOND	07/01/2019	4.125%	142,860.90	01/01/2018	100.000
	07/01/2020	4.125%	148,986.90	01/01/2018	100.000
	07/01/2021	4.125%	155,363.90	01/01/2018	100.000
	07/01/2022	4.125%	162,004.90	01/01/2018	100.000
	07/01/2023	4.125%	168,919.90	01/01/2018	100.000
	07/01/2024	4.125%	176,119.90	01/01/2018	100.000
	07/01/2025	4.125%	183,616.90	01/01/2018	100.000
	07/01/2026	4.125%	191,423.90	01/01/2018	100.000
	07/01/2027	4.125%	199,551.90	01/01/2018	100.000
	07/01/2028	4.125%	208,015.90	01/01/2018	100.000
	07/01/2029	4.125%	216,828.90	01/01/2018	100.000
	07/01/2030	4.125%	226,004.90	01/01/2018	100.000
	07/01/2031	4.125%	235,559.90	01/01/2018	100.000
	07/01/2032	4.125%	245,519.59	01/01/2018	100.000
			<u>2,660,778.29</u>		
			<u>5,039,009.97</u>		

# Sources and Uses of Funds

Sources:	General Obligation Refunding Bonds (Refunds 2004 WIFA Loan)	General Obligation Refunding Bonds (Refunds 2006 WIFA Loan)	Special Assessment Refunding Bonds, Series 2018	Total
Bond Proceeds:				
Par Amount	253,000.00	2,181,000.00	2,720,000.00	5,154,000.00
	253,000.00	2,181,000.00	2,720,000.00	5,154,000.00

Uses:	General Obligation Refunding Bonds (Refunds 2004 WIFA Loan)	General Obligation Refunding Bonds (Refunds 2006 WIFA Loan)	Special Assessment Refunding Bonds, Series 2018	Total
Refunding Escrow Deposits:				
Cash Deposit	246,652.69	2,133,333.81	2,660,778.29	5,040,764.79
Cost of Issuance:				
Cost of Issuance	2,945.29	25,389.99	31,664.72	60,000.00
Placement Agent Fee	2,530.00	21,810.00	27,200.00	51,540.00
	5,475.29	47,199.99	58,864.72	111,540.00
Other Uses of Funds:				
Additional Proceeds	872.02	466.20	356.99	1,695.21

# Summary of Refunding Results (a)

	General Obligation Refunding Bonds (Refunds 2004 WIFA Loan)	General Obligation Refunding Bonds (Refunds 2006 WIFA Loan)	Special Assessment Refunding Bonds, Series 2018	Total
Dated Date	01/01/2018	01/01/2018	01/01/2018	01/01/2018
Delivery Date	01/01/2018	01/01/2018	01/01/2018	01/01/2018
Arbitrage Yield	1.676839%	1.676839%	1.676839%	1.676839%
Escrow Yield				
Value of Negative Arbitrage				
Bond Par Amount	253,000.00	2,181,000.00	2,720,000.00	5,154,000.00
True Interest Cost	1.230000%	1.440000%	1.800000%	1.676839%
Net Interest Cost	1.230000%	1.440000%	1.800000%	1.679869%
Average Coupon	1.230000%	1.440000%	1.800000%	1.679869%
Average Life	3.540	4.418	8.307	6.427
Par amount of refunded bonds	246,652.69	2,131,578.99	2,660,778.29	5,039,009.97
Average coupon of refunded bonds	3.136000%	3.293000%	4.125000%	3.861082%
Average life of refunded bonds	3.585	4.500	8.673	6.659
PV of prior debt	259,013.31	2,278,527.21	3,177,003.36	5,714,543.88
Net PV Savings	10,720.23	119,640.95	431,877.92	562,239.10
Percentage savings of refunded bonds	4.346285%	5.612785%	16.231263%	11.157729%
Percentage savings of refunding bonds	4.237245%	5.485601%	15.877865%	10.908791%

# Savings (Refunding of 2004 WIFA Loan) (a)

Date	Prior Debt Service	Refunding Debt Service	Savings	Present Value to 01/01/2018 @ 1.6768388%
07/01/2018	36,353.96	34,555.95	1,798.01	1,783.06
07/01/2019	40,221.49	38,706.00	1,515.49	1,494.40
07/01/2020	40,221.47	39,263.20	958.27	932.77
07/01/2021	40,221.49	38,808.10	1,413.39	1,344.12
07/01/2022	40,221.49	38,353.00	1,868.49	1,741.44
07/01/2023	40,221.49	38,897.90	1,323.59	1,212.85
07/01/2024	36,920.75	35,430.50	1,490.25	1,339.57
	274,382.14	264,014.65	10,367.49	9,848.21

# Savings (Refunding of 2006 WIFA Loan) (a)

Date	Prior Debt Service	Refunding Debt Service	Savings	Present Value to 01/01/2018 @ 1.6768388%
07/01/2018	271,938.56	257,703.20	14,235.36	14,117.00
07/01/2019	299,235.79	284,921.60	14,314.19	14,101.04
07/01/2020	291,436.59	277,220.80	14,215.79	13,756.67
07/01/2021	283,637.37	269,577.60	14,059.77	13,365.27
07/01/2022	275,838.17	261,992.00	13,846.17	12,929.42
07/01/2023	268,038.95	253,464.00	14,574.95	13,363.81
07/01/2024	260,239.75	246,008.00	14,231.75	12,818.27
07/01/2025	252,440.53	238,609.60	13,830.93	12,236.09
07/01/2026	244,641.33	230,268.80	14,372.53	12,487.18
	2,447,447.04	2,319,765.60	127,681.44	119,174.75

# Savings (Refunding of 2007 USDA RD Loan) (a)

Date	Prior Debt Service	Refunding Debt Service	Savings	Present Value to 01/01/2018 @ 1.6768388%
07/01/2018	54,878.55	24,480.00	30,398.55	30,145.80
07/01/2019	252,618.00	219,960.00	32,658.00	32,098.71
07/01/2020	252,851.00	220,882.00	31,969.00	30,895.02
07/01/2021	253,082.28	220,732.00	32,350.28	30,731.19
07/01/2022	253,314.52	220,528.00	32,786.52	30,614.49
07/01/2023	253,546.82	221,270.00	32,276.82	29,629.44
07/01/2024	253,778.88	220,940.00	32,838.88	29,629.35
07/01/2025	254,010.92	221,556.00	32,454.92	28,785.58
07/01/2026	254,243.74	222,100.00	32,143.74	28,023.91
07/01/2027	254,475.50	221,572.00	32,903.50	28,192.52
07/01/2028	254,707.98	221,990.00	32,717.98	27,553.62
07/01/2029	254,940.32	222,336.00	32,604.32	26,986.49
07/01/2030	255,172.14	222,610.00	32,562.14	26,487.61
07/01/2031	255,404.42	222,812.00	32,592.42	26,054.66
07/01/2032	255,647.27	222,942.00	32,705.27	25,692.54
	<b>3,612,672.34</b>	<b>3,126,710.00</b>	<b>485,962.34</b>	<b>431,520.93</b>

(a) Estimated and subject to change. Rates are estimated and subject to change based on a variety of market and economic factors.

# Preliminary Financing Calendar

# Preliminary Financing Calendar

Date	Task	Responsibility
October 11 <sup>th</sup>	Council Study Session to review projects and financing alternatives.	Town, Stifel
October 18 <sup>th</sup>	WIFA (non-binding) Debt Authorization resolution approved by Council and Sanitary District Board (Council). WIFA to forward Project Finance Applications.	Town
October 27 <sup>th</sup>	WIFA Project Finance Application(s) completed and submitted to WIFA.	Town
In Process	WW Utility Rate Study completed.	Town/Stifel/WW Utility Consultant
In Process	Capital Improvement Projects finalized along with project budgets.	Town
Open	WIFA Project Finance Applications completed.	Stifel/Town
Open	Town Council (Sanitary District Board) meeting to approve refunding transactions.	Stifel/Town, GT
December 20 <sup>th</sup>	WIFA Board meeting to approve new money projects and financings – subject to Title 9 utility rate increase public hearing and effective date. Potential Sanitary District General Obligation Bonds and Special Assessment Bond Refundings could close expeditiously.	Stifel/Town
In Process	WW Utility Rate Public Hearing.	Town
	Town Council adopts Resolution authorizing the WIFA financing documents.	Town, Stifel, GT
Feb/March	Utility rate increase effective.	Town
March	Closing. Funds available to award construction contracts.	Town, Stifel, GT

# Parks and Open Space

1. Consider Implementation of Parks, Open Space and Recreation Master Plan
2. Consider using approximately \$385,000 of local sales tax CIP funds – for the purpose of issuing bonds to complete Phase 1 of the Master Plan (Preliminary Analysis Herein)
3. Consider other financing alternatives for Phase 2 of the Master Plan

# Sources and Uses of Funds and Estimated Debt Service (a)

Period Ending	Principal	Coupon	Interest	Debt Service
07/01/2018	270,000	3.500%	114,975	384,975
07/01/2019	160,000	3.500%	220,500	380,500
07/01/2020	170,000	3.500%	214,900	384,900
07/01/2021	175,000	3.500%	208,950	383,950
07/01/2022	180,000	3.500%	202,825	382,825
07/01/2023	185,000	3.500%	196,525	381,525
07/01/2024	190,000	3.500%	190,050	380,050
07/01/2025	200,000	3.500%	183,400	383,400
07/01/2026	205,000	3.500%	176,400	381,400
07/01/2027	215,000	3.500%	169,225	384,225
07/01/2028	220,000	3.500%	161,700	381,700
07/01/2029	230,000	3.500%	154,000	384,000
07/01/2030	235,000	3.500%	145,950	380,950
07/01/2031	245,000	3.500%	137,725	382,725
07/01/2032	255,000	3.500%	129,150	384,150
07/01/2033	260,000	3.500%	120,225	380,225
07/01/2034	270,000	3.500%	111,125	381,125
07/01/2035	280,000	3.500%	101,675	381,675
07/01/2036	290,000	3.500%	91,875	381,875
07/01/2037	300,000	3.500%	81,725	381,725
07/01/2038	310,000	3.500%	71,225	381,225
07/01/2039	320,000	3.500%	60,375	380,375
07/01/2040	335,000	3.500%	49,175	384,175
07/01/2041	345,000	3.500%	37,450	382,450
07/01/2042	355,000	3.500%	25,375	380,375
07/01/2043	370,000	3.500%	12,950	382,950
	6,570,000		3,369,450	9,939,450

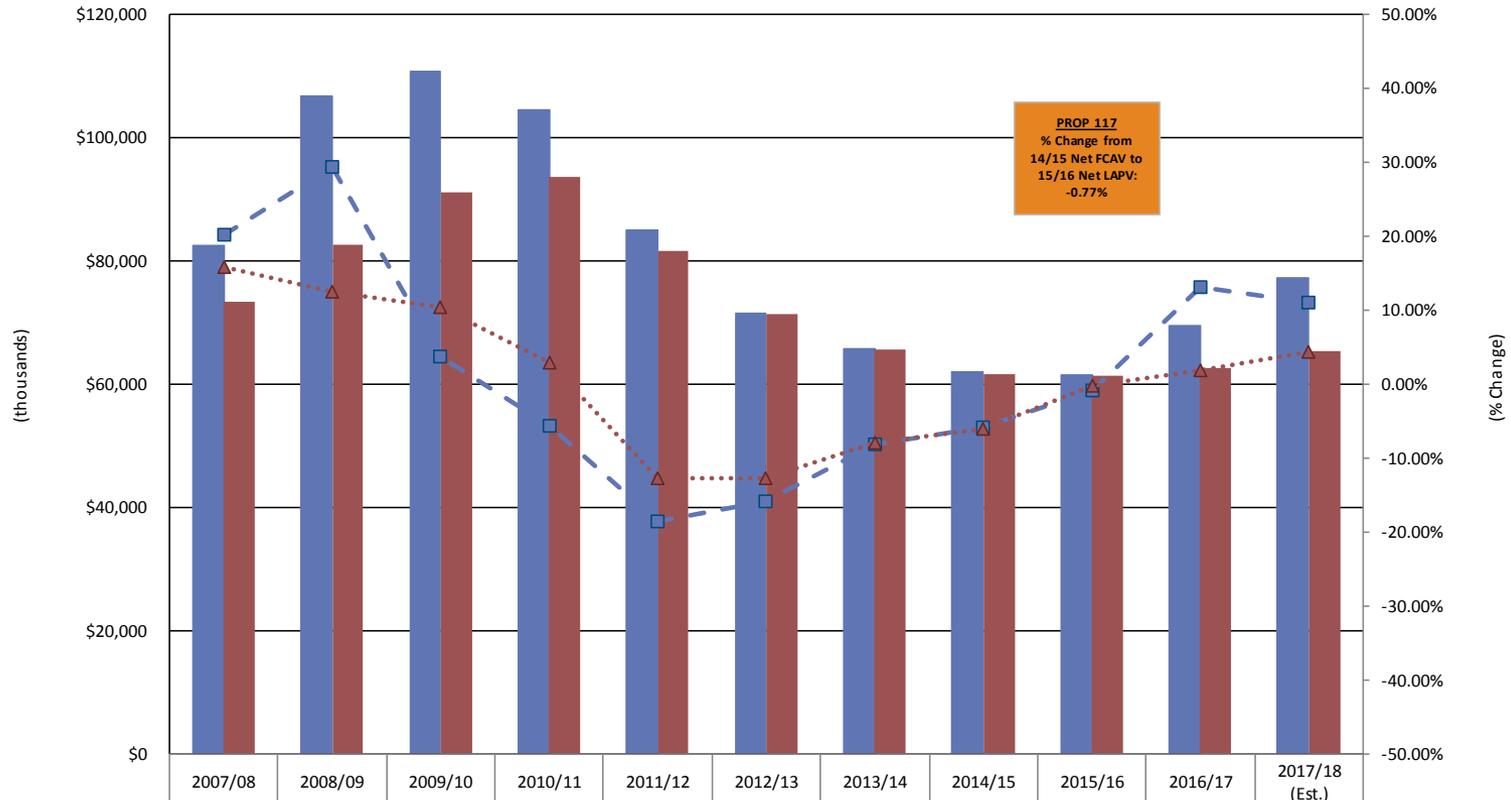
(a) Estimated and subject to change. Stifel makes no commitment to underwrite at these rates. Rates are subject to change based on a variety of market and economic factors.

# General Obligation Bond Election

	Water, Sewer, Light, Parks and Open Space, Transportation and Public Safety Purpose Bonds 20%	All Other 6%
Net Full Cash Assessed Valuation	\$77,258,689	\$77,258,689
Multiply by:	20%	6%
Calculation Base:	\$15,451,737	\$4,635,521
Less: Outstanding Bonds	(0)	(0)
Total:	<b><i>\$15,451,737</i></b>	<b><i>\$4,635,521</i></b>

# Historical Assessed Valuations for the Town

	with 2017/18 (Est.)		
	Net FCAV	Net LAPV	Net AV for Taxes
5-Year Average:	1.93%	-1.62%	-1.68%
10-Year Average:	0.26%	-0.80%	-1.55%



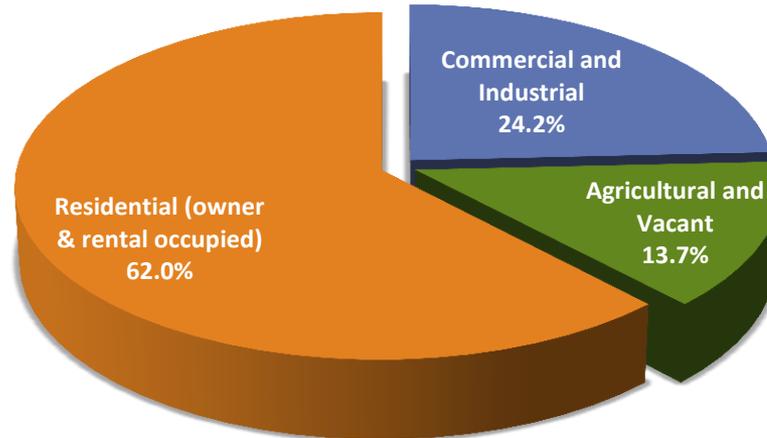
Net FCAV	\$82,514	\$106,815	\$110,747	\$104,405	\$85,065	\$71,495	\$65,728	\$61,943	\$61,467	\$69,588	\$77,259
Net LAPV	\$73,375	\$82,532	\$91,111	\$93,711	\$81,700	\$71,284	\$65,577	\$61,659	\$61,467	\$62,621	\$65,314
Net FCAV % Change	20.20%	29.45%	3.68%	-5.73%	-18.52%	-15.95%	-8.07%	-5.76%	-0.77%	13.21%	11.02%
Net LAPV % Change	15.73%	12.48%	10.40%	2.85%	-12.82%	-12.75%	-8.01%	-5.97%	-0.31%	1.88%	4.30%

Net FCAV = Net Full Cash Assessed Value (To Calculate Capacity)

Net LAPV = Net Limited Assessed Property Value (To Calculate Taxes)

# Net Limited Assessed Property Value by Property Classification (\$000s omitted)

Property Description	(Net FCAV)								(Net LAPV)		
	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
Commercial and Industrial	\$23,174	\$30,693	\$35,920	\$37,401	\$28,778	\$24,509	\$21,342	\$17,440	\$17,435	\$17,307	\$15,832
Agricultural and Vacant	4,033	4,730	5,068	4,896	3,656	2,337	2,135	1,869	1,732	1,681	8,965
Residential (owner & rental occupied)	55,278	71,359	69,726	62,067	52,593	44,607	42,181	42,561	42,260	43,593	40,508
All Other	29	33	32	40	38	42	70	74	40	40	9
	\$82,514	\$106,815	\$110,747	\$104,405	\$85,065	\$71,495	\$65,728	\$61,943	\$61,467	\$62,621	\$65,314



# Estimated Debt Service Requirement and Projected Impact on the Secondary Tax Rate

(1)	(2)	(3)	(4)	(5)	(6)
		\$5,000,000 General Obligation Bonds  Series A (2019) Bonds Dated: 4/1/2019		Estimated Deb Service	
Fiscal Year	Combined Valuation (a)(b)	Principal	Estimated Interest (c)	Debt Service	Secondary Bond Tax Rate (b)
2017/18	\$65,314,344			\$0	\$0.00
2018/19	65,314,344			0	0.00
2019/20	65,314,344	\$80,000	\$343,750	423,750	0.65
2020/21	65,314,344	155,000	270,600	425,600	0.65
2021/22	65,314,344	160,000	262,075	422,075	0.65
2022/23	65,314,344	170,000	253,275	423,275	0.65
2023/24	65,314,344	180,000	243,925	423,925	0.65
2024/25	65,314,344	190,000	234,025	424,025	0.65
2025/26	65,314,344	200,000	223,575	423,575	0.65
2026/27	65,314,344	210,000	212,575	422,575	0.65
2027/28	65,314,344	225,000	201,025	426,025	0.65
2028/29	65,314,344	235,000	188,650	423,650	0.65
2029/30	65,314,344	250,000	175,725	425,725	0.65
2030/31	65,314,344	260,000	161,975	421,975	0.65
2031/32	65,314,344	275,000	147,675	422,675	0.65
2032/33	65,314,344	290,000	132,550	422,550	0.65
2033/34	65,314,344	310,000	116,600	426,600	0.65
2034/35	65,314,344	325,000	99,550	424,550	0.65
2035/36	65,314,344	345,000	81,675	426,675	0.65
2036/37	65,314,344	360,000	62,700	422,700	0.65
2037/38	65,314,344	380,000	42,900	422,900	0.65
2038/39	65,314,344	400,000	22,000	422,000	0.65
		\$5,000,000			

**Average Tax Rate: 0.6489**

(a) Fiscal year Town Council Regular Meeting Packet. Subsequent fiscal years as of November 1, 2017.

(b) Secondary tax rates are per \$100 of assessed valuation. Fiscal year 2018/19 assumes a delinquency rate of 0.00%. Subsequent projected tax rates are not .

(c) Interest is estimated at 5.50% for the Bonds.

# Estimated Average Cost to Taxpayer\*

The following tables illustrate the estimated annual and monthly cost to taxpayers, including principal and interest, based on varying types of property, property values and assessed values. To determine your estimated tax increase, refer to your property tax statement which identifies the specific assessed value of your property.

## ESTIMATED AVERAGE ANNUAL BOND TAX RATE PER \$100 OF ASSESSED VALUATION: \$0.6489

RESIDENTIAL PROPERTY (Assessed at 10.0%)			
	2017/18 Assessed Value	Estimated Average Annual Cost (b)	Estimated Average Monthly Cost (b)
Value for Tax Purposes (a)	Value	Cost (b)	Cost (b)
<b>\$135,334</b> (c)	<b>\$13,533</b> (c)	<b>\$87.82</b>	<b>\$7.32</b>
100,000	10,000	64.89	5.41

\* Estimated, subject to change. See assumptions on next page.

- (a) Assessor's value for tax purposes is the value of your property as it appears on your tax bill and does not necessarily represent the market value. Beginning with fiscal year 2015-2016, this value cannot increase by more than 5% from the prior year if the property has not changed. For commercial property, only locally assessed property is subject to this limit.
- (b) Cost based on the estimated average tax rate over the life of the bond issues and a number of other financing assumptions which are subject to change.
- (c) Estimated average assessed value of owner-occupied residential properties, commercial properties or agricultural and vacant properties, as applicable, within the District as provided by the Arizona Department of Revenue.

*Note: The information in this analysis is not intended to be used as the primary basis for determining an issuer's bonding capacity, tax rate or ability to sell bonds. This analysis is based on assumptions provided by sources considered to be reliable, including the issuer, but is not guaranteed as to accuracy and does not purport to be complete. Any information expressed in this analysis is subject to change.*

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**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**SPECIAL SESSION**  
**FIELD TRIP**  
**MAYOR AND COUNCIL**  
**VERDE LAKES PONDS GENERALLY LOCATED AT**  
**3000 S ASPEN WAY, CAMP VERDE**  
**WEDNESDAY, OCTOBER 18, 2017 at 4:30 P.M.**

**Council meet at Town Hall and traveled by Town bus to the Verde Lakes Ponds location.**

**1. Call to Order.**

Mayor Charles German called the meeting to order at 4:41 p.m.

**2. Roll Call.**

**Council Members present:** Buck Buchanan, Dee Jenkins, Brad Gordon, Robin Whatley, Vice Mayor Jessie Murdock, and Mayor Charles German were present. Council Member Jackie Baker was absent.

**Town Staff present:** Russ Martin, Town Manager; Judy Morgan, Town Clerk; Carol Brown, Risk Management; Ron Long, Public Works Director; Troy O'Dell, Deputy Public Work; Mike Marshall, Parks and Recreation Manager.

**Others attending:** Terry Keller, Copper Canyon Fire and Medical Authority (CCFMA); Russ Moore, President of Verde Lakes Recreation Committee (VLRC); Marylee Moore, Secretary of VLRC; Deb Moody; Rich Sherlock; Jim Young, Irene (last name not given); Arlene Atkinson, Board of Director for VLRC; Linda Buchanan, water advocate.

**3. Pledge of Allegiance**

Pledge was led by Mayor German.

**4. Special Field Trip to observe the issues at the Verde Lakes Ponds with Discussion and Possible Action to occur later at 6:30 PM Regular Meeting, October 18, 2017.**

Town Manager Russ Martin gave an overview explaining the "Field Trip" was to provide a visual for the Council with a later discussion at the 6:30 Council Regular meeting. He explained he has spent time looking at the issue. The Town's involvement it is in its infancy. The visit is an exploratory opportunity with a possibility at a later time to engage stakeholders **if** driven by Council's decision to move forward on it. He concluded the overview by explaining the Council and Staff would spend the next half hour or so walking around the ponds to get a general idea of the issues.

Terry Keller with CCFMA explained he was there to see if the lakes are still a viable water source for firefighting or options to improve what they need in that area.

Mayor German spoke on the ponds being a need, historically, and hoping to learn more about what can be done to improve some of the problems in this area of town

pertaining to safety, insurance ratings (ISO) and fire management.

The council proceeded to walk around the ponds with no formal discussion or decisions made. Deputy Public Works, Troy O'Dell pointed out the spillway/headway areas on either end of the ponds.

**5. Adjournment.**

The meeting was adjourned at 5:31 p.m. Council was transported back to Town Hall.

\_\_\_\_\_  
Mayor Charles German

\_\_\_\_\_  
Attest: Town Clerk Judy Morgan

**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 Council Meeting of the Town Council of Camp Verde, Arizona, held on October 18, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Judy Morgan, Town Clerk

**DRAFT MINUTES**  
**TOWN OF CAMP VERDE**  
**REGULAR SESSION**  
**MAYOR AND COUNCIL**  
**473 S MAIN STREET, SUITE 106**  
**WEDNESDAY, OCTOBER 18, 2017 at 6:30 P.M.**

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

**1. Call to Order**

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

- 2. Roll Call:** Mayor Charles German, Vice Mayor Jessie Murdock, Councilor Robin Whatley, Councilor Dee Jenkins, Councilor Buck Buchanan, Councilor Brad Gordon and Councilor Jackie Baker were present.

**Also Present were** Town Manager Russ Martin, Town Clerk Judy Morgan, Public Works Director Ron Long, Public Works Troy O'Dell, Finance Director Mike Showers, Risk Management Carol Brown, and Recording Secretary Jennifer Shilling.

**3. Pledge of Allegiance**

Mayor German led the Pledge.

- 4. Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

**a) Approval of the Minutes:**

- 1) Council Hears Planning & Zoning – September 27, 2017
- 2) Regular Session – October 4, 2017

**b) Set Next Meeting, Date and Time:**

- 1) Wednesday, October 25, 2017 at 6:30 p.m. – Council Hears Planning & Zoning – CANCELLED
- 2) Wednesday, November 1, 2017 at 6:30 p.m. – Regular Session
- 3) Wednesday, November 8, 2017 at 5:30 p.m. – Work Session
- 4) Wednesday, November 15, 2017 at 6:30 p.m. – Regular Session

- c) Consideration and authorization to the Mayor to execute Pavement Restoration, Inc. Agreement in the amount of \$36,696 for the Asphalt Rejuvenator Project in Verde Cliffs.**  
[Staff Resource: Ron Long]

- d) Discussion, consideration and possible authorization to award professional services contract to SEC, Inc. (Southwestern Environmental Consultants, Inc.) to accomplish:**

- 1) **The design of the Main Supply Irrigation and Re-use system** that will provide effluent water from the wastewater treatment plant to the proposed Town Park irrigation systems and the proposed fire systems within the new Town Park following the attached scope of services.
- 2) **To apply for and secure the Aquifer Protection Permit (APP) Addendum or re-Use Permit** from Arizona Department of Environmental Quality (ADEQ) to re-use all wastewater effluent for the irrigation of the proposed Town Park.

**SEC has provided us with a copy of the scope of services that they agree to provide for the not to exceed cost of \$93,796.00. [Staff Resource: Troy O'Dell]**

- e) Possible approval of Liquor License Application for Change/Acquisition of Control for existing Liquor License #09130005 for Michael Joseph Basha – Bashes #49 located at 650 W. Finnie Flat Rd., Camp Verde, AZ. [Staff Resource: Judy Morgan]**

Councilor Baker requested pulling Item 4.d.1. **Motion** made by Councilor Baker to approve the consent agenda with the exception of item 4.d.1. Second was made by Councilor Gordon. **Motion** carried unanimously.

Councilor Baker pointed out at the end of the proposal in Item 4.d.1. it stated that it excludes a Boundary Survey for the park. She asked if that was because it was done already. Troy O'Dell from Public Works stated yes, a Boundary Survey has already been done. Councilor Baker also noticed that Geo Technical Engineering was also excluded. Mr. O'Dell stated that this also has been done in the area of the park and he isn't concerned too much about where they would dig the storage ponds. Councilor Baker asked if this would be an additional expense at some point. Mr. O'Dell stated it would be minimal.

**Motion** made by Councilor Baker to approve Item 4.d.1. Second was made by Councilor Buchanan. **Motion** carried unanimously.

## **5. Special Announcements and presentations.**

### **5.1. Extra Mile Proclamation (Designation for November 1, 2017).**

Mayor German stated this proclamation is for the volunteers and what they contribute to the communities. He is very proud of them. He read the proclamation and declared it so.

### **5.2. Rural Communities of Arizona Day in Camp Verde, Arizona, September 28, 2017 Proclamation.**

Mayor German read the proclamation and declared it so.

### **5.3. Camp Verde Family Caregiver Month Proclamation.**

Mayor German read the proclamation and declared it so.

### **5.4. Yavapai College Fall Update – a presentation by Vice President of Community Relations, Rodney Jenkins.**

Vice President of Community Relations, Rodney Jenkins gave a presentation. He stated the mission of Yavapai College is to provide high quality education and learning and cultural experiences to the communities throughout Yavapai County. This is done through 3 goals:

- (1) Education- Traditional and Adult Education. High school students throughout the county take dual enrollment classes.
- (2) Economic Development- In the process of hiring an Economic Development Director. They are also working hard to provide services to businesses. They would like to schedule a work session with the town and others to talk through issues and see what kind of support they can provide. A grants writer will also be in attendance to give ideas.
- (3) Cultural Enrichment- This would be through art galleries/library activities. They are looking for ways to partner with other educational providers. Councilor Baker stated she hopes they continue with the educational seminars. Councilor Whatley stated she is concerned that Yavapai College has no representation in Camp Verde. Mr. Jenkins stated for now the high

school has dual enrollment with the college. Councilor Whatley would like to see more investment in this town. Mr. Jenkins stated that they do want to sit and get ideas that they can roll with, this is only the beginning to see what the needs are. Councilor Whatley volunteered to sit on committee. Mayor German suggests that each Council Member think about what the needs are for the community, write them down and give them to the Clerk.

- 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))

*There were no comments from the Public.*

- 7. Business.** Legal action can be taken.

- 7.1. Resolution 2017-986 A resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, in support of the I-17 Anthem to Cordes Junction infrastructure for Rebuilding America (INFRA) Grant.** [Mayor Charles German]

Mayor German feels it would be a benefit for the community to support this resolution and a good opportunity to voice their opinion.

**Motion** made by Councilor Baker to accept the Resolution 2017-986. A resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, in support of the I-17 Anthem to Cordes Junction Infrastructure for Rebuilding America (INFRA) Grant. Second was made by Councilor Murdock. **Motion** carried unanimously.

- 7.2. Discussion, consideration and possible direction to staff relative to Verde Lakes Park with a pond; including, but not limited to exploring opportunities and challenges with reverting the park from privately owned to a municipal park.** [Staff Resources: Russ Martin and Carol Brown]

Town Manager Russ Martin stated the goal for this item is to get direction on how to proceed. Mr. Martin reviewed the Staff Report and stated there are still question marks about what it will look like long term. Risk Management Carol Brown gave a presentation showing pictures of the area as it is presently. Mr. Martin stated the question is, should the town take on this responsibility. He gave a history on the lakes and properties that surround them. The concern with maintenance responsibilities is about having the staff to fulfill responsibilities but hopes to use the County to help with cleanup. Mr. Martin stated Water Rights and Fire Fighting capabilities are concerns that have to be addressed right away. One issue with answering the water rights questions is the current town attorney has history out there and represents some folks out there. A new Water Rights Attorney may have to be retained for this matter. Mr. Martin stated that if the Council directs them to bring back answers, it would only mean the Council is willing to look at this, but it is not a done deal.

Mayor German opened the floor to hear comments from the public.

Linda Buchanan- went on the field trip with Council Members to look at the area. She would like to make sure, when considering this project, Council Members understand the water in the area affects a whole system of users.

Deborah Moody- thanked the Council for their service. She stated that her dad was Elmer Moody and he had the firefighting idea on his mind years ago. They have spoken to Water Company about putting hydrants at each end of the lake and they had no objections as long as they don't mess with his water. Ms. Moody gave a history with what Verde Lakes has gone through. She said it has historical value. She said it was a community effort to put in those lakes. Ms. Moody stated there has been mismanagement for about an 8yr period, which is the reason for the looks of the lakes now. She stated the Moody family supports the Town's ownership of this park.

James Young- stated he is the letter writer that started this response. He stated there has been mismanagement in the past, so they decided to put together a 501c3. This will be used as a tool to work with the town to make this property/ponds a centerpiece. There are compliance issues out there. They are working with the Town to improve the lifestyle of all people out there. Some things that will be needed if this happens:

- 1- Maintenance
- 2- Security- there will need to be rules
- 3- Insurance-for community activities to raise money to help people in the neighborhood
- 4- Increase community involvement- the community does not have an identity.

Councilor Baker wanted to hear from staff. Public Works Troy O'Dell stated he has come to the conclusion that it wouldn't hurt to re-engineer those ponds. The choices are to take over now and put some improvements in over the years or wait until something bad happens and then have to take it over then.

Councilor Gordon- thinks the ponds would be an asset to the town but the problem is money. The money in the budget now is going to other parks and sewer extensions. The Nature conservancy may be able to help with funds. Mr. Gordon doesn't mind looking into this project. He asked if they would be forced by someone later on to put a lot of money into it. Looking into this project could draw attention to it and force the Council's hands. He would like to see if there are alternate ways to fund this project.

Councilor Buchanan- would like to ask how many members are in the Verde Lakes Association. It has 12 paying members plus volunteers. Mr. Buchanan asked if there will be any fire suppression help out toward that area with the new big park. Town Manager Russ Martin stated that it is not that materially different and it would be in relative proximity. Mr. Buchanan asked why would we not use grant monies on parks that are already in progress. Mr. Martin explained that different types of parks need different resources. Councilor Buchanan would like to know if the community wants more people out there in their neighborhood. Mr. Buchanan stated that he is not sure at this time to move forward with this project. There are other things that need attention first.

Councilor Baker stated there used to be a homeowner's association that used to keep the lakes up. Some homeowners are absent residents. She is concerned with pursuing this project right now, the Town's plate is so full and overburdened with other responsibilities that are planned for right now. She doesn't see how they should pursue ownership at this time. Maybe after things get more in-line. She suggests getting more members in the association and use the 501c3 to go after the grant.

Councilor Whatley stated the Council has complained in the past about not having any parks and now one is given to us. This park will have a lot of activities with the ponds and will be an

asset to community. Ms. Whatley thanked the staff for putting the project into phases. She stated that it looks like it's a good idea to get involved in water issues now and do phase 1. She commends the 12 members of the association, for being visionaries for the community. She is all for this park.

Councilor Murdock is interested in what it would take to acquire the park. She thinks it would be a big asset to the Town. The Town could find a way to get this going. She would like to discuss this further with Staff.

Councilor Jenkins stated that without water there would be no park. She suggests getting the water issues resolved and then that will tell us if we should move forward.

Mayor German shared his involvement with this development in the past. Flooding had been an issue in the past. He stated the question is now, is how can you improve fire protection out there. He agrees with Councilor Jenkins to look into the water rights issues now. Maybe look to the AZ Game and Fish Department grants for urban fishing. The Fire Chief could possibly get a grant to rejuvenate the area and Corp of Engineers could do a restoration of habitat grant.

Councilor Baker asked if the direction to staff is to explore these questions, would it be necessary to take more time than next month to find the answers. How much time is needed? Mr. Martin explained that next month is the priority. Prolonging this would make it more cumbersome. If these questions were answered, it would give time for Council to incorporate this project into next year's budget and financial planning.

Councilor Buchanan asked Mr. Martin if he had any idea how much money, and staff time will go into looking into this. Mr. Martin stated that a legal discussion could cost under \$1,000. This conversation would need to cover title information and legal terms. Councilor Buchanan feels this is a low estimate. Mr. Buchanan thinks this should be pushed down the road until the association has more information.

Councilor Murdock wants to be the most informed as she can be. This is a huge project, and wants to make an informed decision when it comes down to it.

Direction to staff is to move forward with more information, especially with water rights and firefighting capabilities. Mr. Martin stated the cost could be at or below \$1,000. Council will be informed if it doesn't. If there is reason to have more conversation, then he will at least have a better idea of the scope of services.

**7.3. RESOLUTION 2017-987 A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, TO AUTHORIZE THE APPLICATION FOR A CLEAN WATER STATE REVOLVING FUND FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA (STAFF RESOURCE: MICHAEL SHOWERS)**

Finance Director Mike Showers explained the resolution. He stated that this resolution is looking at new money for projects at the plant, and working out the details. WIFA is asking for this resolution to make sure council is behind it and knows about it.

**Motion** made by Councilor Gordon to approve Resolution 2017-987 a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, to authorize the application for a Clean Water State Revolving Fund From The Water Infrastructure Finance Authority Of Arizona. Second was made by Councilor Baker. **Motion** carried unanimously.

**7.4. RESOLUTION 2017-988 A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF**

**THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ACTING AS TRUSTEES OF THE CAMP VERDE SANITARY DISTRICT, TO AUTHORIZE THE APPLICATION FOR A CLEAN WATER STATE REVOLVING FUND (SPECIAL ASSESSMENT) LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA (STAFF RESOURCE: MICHAEL SHOWERS)**

Finance Director Mike Showers explained the resolution. He stated that this resolution is refinancing the RD (Rural Development) Loan (the Town already has dealing with special assessment property tax). The effect of refinancing the loans, saves money for the land owners. **Motion** made by Mayor German to approve Resolution 2017-988 a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, acting as trustees of the Camp Verde Sanitary District, to authorize the application for a Clean Water State Revolving Fund (Special Assessment) Loan from the Water Infrastructure Finance Authority of Arizona. Second was made by Councilor Whatley. **Motion** carried unanimously.

**7.5. RESOLUTION 2017-989 A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ACTING AS TRUSTEES OF THE CAMP VERDE SANITARY DISTRICT, TO AUTHORIZE THE APPLICATION FOR A CLEAN WATER STATE REVOLVING LOAN FUND (PROPERTY TAX) LOAN FROM THE WATER INFRASTRUCTURE FINANCE AUTHORITY OF ARIZONA. (STAFF RESOURCE: MICHAEL SHOWERS)**

Finance Director Mike Showers explained the resolution. He stated that this resolution is refinancing 2 loans (the Town already has) with WIFA (property tax). The effect of refinancing the loans, saves money for the land owners. **Motion** made by Councilor Baker to approve Resolution 2017-989 a Resolution of The Mayor and Common Council Of The Town Of Camp Verde, Yavapai County, Arizona, Acting As Trustees Of The Camp Verde Sanitary District, To Authorize The Application For A Clean Water State Revolving Loan Fund (Property Tax) Loan From The Water Infrastructure Finance Authority Of Arizona. Second was made by Councilor Whatley. **Motion** carried unanimously.

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

*There were no comments from the Public.*

**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.

Councilor Whatley- was a Gate Keeper at Fort Verde Days.

Councilor Buchanan- attended Fort Verde Days and spoke with visitors from other towns. They were excited to be here. Mr. Buchanan stated that every year it gets better.

Councilor Jenkins- attended the Abide Banquet and stated there was a great turnout. CM Jenkins also attended the gate at Fort Verde Days and was impressed with the variety of activities. She would like to give kudos to all the volunteers.

Mayor German- attended the APS 101 Informational Presentation. He encouraged Council

Members to attend the next presentation. Mayor German was also a Gate keeper at Fort Verde Days and expressed his kudos to all the volunteers.

Councilor Murdock- attended Fort Verde Days, and was even thrown in jail by CV Promotions.

Councilor Gordon- attended Fort Verde Days and stated there was a good turnout. He wanted to say thank you to Camp Verde Promotions and Camp Verde Alliance.

Councilor Baker- attended Fort Verde Days as a Gate Keeper. She also attended the Habitat for Humanity Event. She wanted everyone to know that APS donated an office building in Prescott Valley, to Habitat for Humanity, to be used for training and office space.

**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.

Town Manager Russ Martin has a few reminders:

- October 21<sup>st</sup> Mr. Martin is going to San Antonio to attend a National Conference and will return to work on October 26<sup>th</sup>. He can be reached by phone.
- October 31<sup>st</sup> from 5pm-7pm [Council] please be available to hand out candy downtown.
- November 2<sup>nd</sup> at 12 noon, Council Members will be serving Thanksgiving Dinner to Town Staff and the Fire Department. This will be an opportunity to thank staff for what they do. It will be in the gym.
- October 28<sup>th</sup> from 8 a.m.-1 p.m. there will be a Blood Drive in the school cafeteria. This is a final Eagle Scout Project Brian Mina has put together. He needs at least 20 people to donate blood.

**11. Adjournment**

Mayor adjourned the meeting at 8:17 p.m.

\_\_\_\_\_  
Mayor Charles German

\_\_\_\_\_  
Attest: Town Clerk Judy Morgan

**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 Council Meeting of the Town Council of Camp Verde, Arizona, held on October 18, 2017. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Judy Morgan, Town Clerk

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**Agenda Item Submission Form – Section I**

**Meeting Date:** November 1, 2017

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

**Requesting Department:** Administration

**Staff Resource/Contact Person:** Russ Martin

**Agenda Title (be exact):** Possible authorization for the Mayor /or Vice Mayor to execute required documents to facilitate the donation of parcel 404-15-149 in Verde Lakes.

**List Attached Documents:** location map (1 page)

**Estimated Presentation Time:** N/A

**Estimated Discussion Time:**

**Reviews Completed by:** N/A

- Department Head:                       Town Attorney Comments:

Finance Review:     Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact: apx. \$800.00      Budget Code: 01-999-20-758100 Non-Departmental**

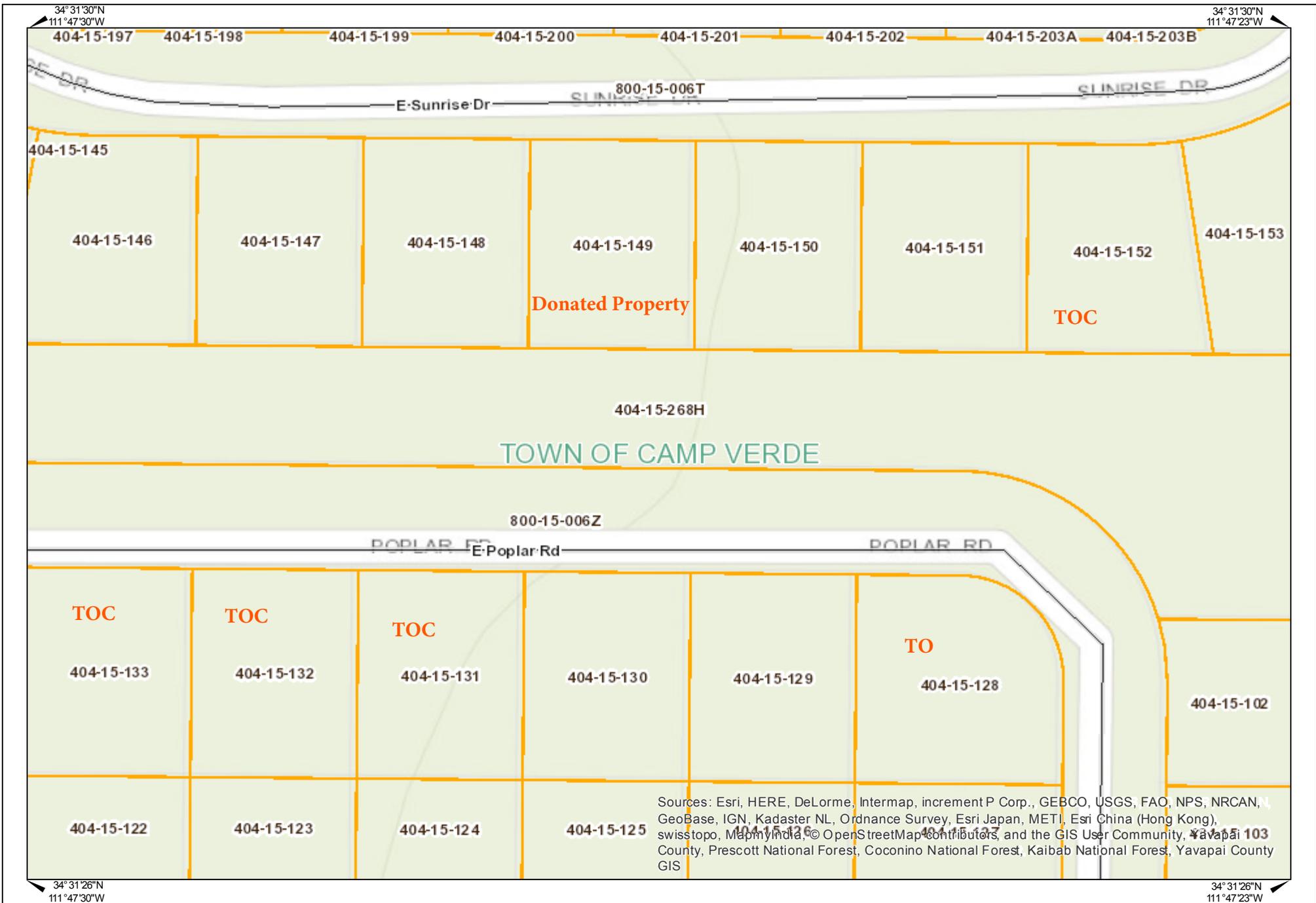
**Comments:** This will cover Title and recording fees

**Background Information:** Ms. Carol Ann Spear has been in contact with staff requesting the Town accept her donation of Verde Lakes #2 parcel 404-15-149 to the TOWN. The TOWN has received other donated lots in the immediate vicinity; the lot to be donated by Ms. Spear is shown on the attached map. Staff has inspected the property and found no issues of illegal dumping or structures that would be of concern.

The TOWN will obtain a Standard Title policy to ensure clear title to the property prior to the transfer deed to the Town.

**Recommended Action (Motion):** Move to approve and authorize the Mayor &/or Vice Mayor to execute required documents to facilitate the donation of parcel 404-15-149 from Carol Ann Spear to the Town of Camp Verde.

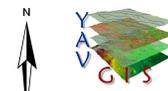
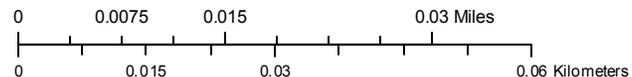
**Instructions to Clerk:** Provide the approved Minutes of the November 1, 2017, Council Meeting to Yavapai Title and Obtain the Mayor's/Vice Mayor signature on Escrow documents



**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.

Town Council Regular Meeting Packet

November 1, 2017



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**Agenda Item Submission Form – Section I**

**Meeting Date:** November 1, 2017

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

**Requesting Department:** Town Clerk

**Staff Resource/Contact Person:** Virginia Jones

**Agenda Title:** Possible approval of Liquor License Application for Acquisition of Control for Jodi L. Vurnovas-Good 2 Go Stores, LLC located at 1897 Pueblo Ridge Road, Suite A in Camp Verde, AZ. **List Attached Documents:** Application for Acquisition of Control

**Estimated Presentation Time:**

**Estimated Discussion Time:**

**Reviews Completed by:** N/A

- Department Head:** \_\_\_\_\_  **Town Attorney Comments:** N/A
- Finance Department** N/A  
**Fiscal Impact:** None  
**Budget Code:** N/A \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_  
**Comments:**

**Background Information**

ARS §4-203.F states that if a person other than those persons originally licensed acquires control over a license or licensee, the person shall file a notice of the acquisition with the Director within 15 days after such acquisition of control and a list of officers, director or other controlling persons on a form prescribed by the Director.... The Local Governing Body may protest the acquisition of control within sixty days based on the capability, reliability and qualification of the person acquiring control. (See Attached) **Posting of the Application is not required by law.**

**Recommended Action (Motion):**

**Approve Liquor License Application for Acquisition of Control for Jodi L. Vurnovas-Good 2 Go Stores, LLC located at 1897 Pueblo Ridge Road, Suite A in Camp Verde, AZ.**

**Instructions to the Clerk:** Process application and send to Department of Liquor License



17 OCT 5 11:47 AM '17  
 State of Arizona  
 Department of Liquor Licenses and Control  
 800 W. Washington 5th Floor  
 Phoenix, AZ 85007  
 (602) 542-5141

**DLIC USE ONLY**

Date Processed: 10-5-17

CSR: C.A.

60th Day: 12-4-17

17 SEP 1 11:47 AM '17

**APPLICATION FOR AGENT CHANGE - ACQUISITION OF CONTROL - RESTRUCTURE**

NOTE: 1) The fee for an agent change MUST be submitted with this application: \$100.00 for the first application and \$50.00 for each additional application, not to exceed \$1,000.00. (A.R.S. 4-209.H) NOTE 2) the \$100.00 fee for restructure/acquisition of control MUST be submitted with this application. (A.R.S. 4-209.A)

**SECTION 1**

Check the appropriate boxes

<input type="checkbox"/> Agent Change Complete Sections 1,2,3,4,5 & 7	<input checked="" type="checkbox"/> Acquisition of Control Complete Sections 1,2, 3 & 7	<input type="checkbox"/> Restructure Complete Sections 1,2,3,6 & 7
--	--	---

**SECTION 2**

(COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

1. Name: Vurnovas, Jodi L 10133303  
(EXISTING AGENT OR NEW AGENT) Last First Middle Liquor License #

2. Owner Name: Good 2 Go Stores, LLC Corp File #: R20588663  
(Exactly as it appears on Liquor License) (If applicable)

3. Business Name: Good 2 Go Email: Admin@good2gostores.com  
(Exactly as it appears on Liquor License)

4. Business Location Address: 1897 Pueblo Ridge Road, <sup>Ste A</sup> Camp Verde, Yavapai, 86322  
(Do not use P.O. Box Number) City COUNTY Zip

5. Is the Business located within the incorporated limits of the above City or Town?  Yes  No

6. Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation?  Yes  No If Yes, what City, Town or Tribal Reservation is this Business located in: \_\_\_\_\_

7. Mailing Address: PO Box 50430, Idaho Falls, ID 83405  
City State Zip

8. Business Phone 928-567-1463 Daytime Contact Phon. 928-910-5336  
City State Zip

9. Does this transaction involve the sale of any portion of the percentage of ownership or corporate stock?  Yes  No If yes, submit a certified copy of minutes.

10. Has there been any change of Controlling Persons?  Yes  No if yes, submit a copy of the minutes, amended articles of organization and/or amended operating agreement showing change

**SECTION 3**

(COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

Each new person listed in section III must submit a questionnaire (form LIC0101) and a Department approved fingerprint card which may be obtained at the Department of Liquor. A Controlling Person already disclosed to the Department is not required to submit a questionnaire.

1. List all Controlling Persons to be disclosed, current and new.

New	Last	First	Middle	Title	Address	City	State	Zip
<input checked="" type="checkbox"/>	HSLC Holdings, LLC			Member	PO Box 50620, Idaho Falls, ID 83405			
<input checked="" type="checkbox"/>	Adams, David	GARY		Manager	PO Box 50430, Idaho Falls, ID 84505			
<input type="checkbox"/>								
<input type="checkbox"/>								

(ATTACH ADDITIONAL SHEET(S) IF NECESSARY)

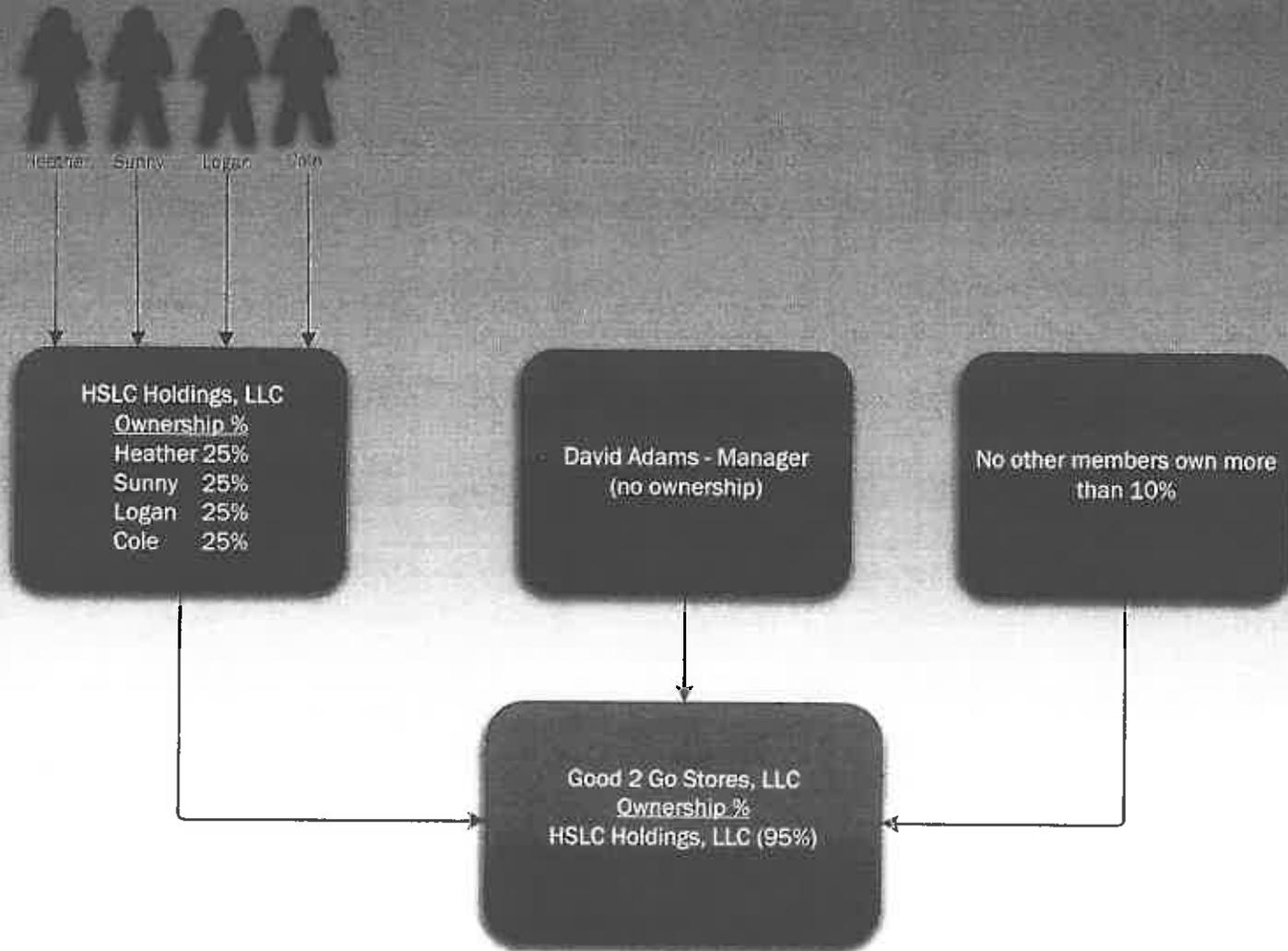
2. List stockholders, percentage owners and/or Controlling Members owning 10% or more

New	Last	First	Middle	% Owned	Address	City	State	Zip
<input checked="" type="checkbox"/>	HSLC Holdings, LLC			95%	PO Box 50620, Idaho Falls, ID 83405			
<input type="checkbox"/>	See Attached Flow Chart							
<input type="checkbox"/>	No one else owns 10% or more							
<input type="checkbox"/>								

(ATTACH ADDITIONAL SHEET(S) IF NECESSARY)

If the ownership is owned by another entity, ATTACH AN OWNERSHIP FLOWCHART SHOWING THE OFFICERS, MEMBERS, CONTROLLING PERSON AND 10% OR MORE OWNERS FOR THE ENTITIES. Attach additional sheets as necessary in order to disclose all persons.

# Ownership Structure Good 2 Go Stores, LLC



17 OCT 5 04:14:51 2017

**Section 3**

17 OCT 5 11:14 AM

**Question 2 Continued**

Good 2 Go Stores, LLC is owned 95% by HSLC Holdings, LLC and 5% by BAH Holdings, LLC (see attached organizational chart). David Adams is the Manager of Good 2 Go Stores, LLC, but does not own an interest in Good 2 Go Stores, LLC.

HSLC Holdings, LLC is owned equally by Heather Thompson, Sunny Harker, Logan Hall, and Cole Hall (each member owns 25%).

Heather Thompson 5570 Long Cove Drive, Idaho Falls, Idaho 83404

Sunny Harker 2281 Ptarmigan Way, Ammon, Idaho 83401

Logan Hall PO Box 50620, Idaho Falls, Idaho 83405

Cole Hall PO Box 50620, Idaho Falls, Idaho 83405

SECTION 4

(COMPLETE THIS SECTION FOR AGENT CHANGE)

1. As an Agent, will you be physically present and operating the licensed premise? [ ] Yes [ ] No
If you answered YES, you must provide a copy of your Basic and Management Training Certificate obtained from a Department approved Liquor Law training provider BEFORE YOUR APPLICATION FOR AGENT ACQUISITION OF CONTROL OR RESTRUCTURE CAN BE SUBMITTED. If you answered NO, go to question 2.

2. Is there a current Manager at this license premises disclosed to the Department with the current Basic and Management Training Certificate? [ ] Yes [ ] No

If yes, Name of current Manager: Last First Middle

Basic Training [ ] Yes [ ] No

Management Training [ ] Yes [ ] No

If "NO" for 1 and 2, a Manager with a current Basic and Management Training Certificate obtained from a Department approved Liquor Law training provider must be submitted within 30 days after filing the application for Agent Change, Acquisition of Control or Restructure.

SECTION 5

(COMPLETE THIS SECTION FOR AGENT CHANGE)

To be completed by the INDIVIDUAL OR EXISTING AGENT OR CORPORATE OFFICER OR L.L.C. CONTROLLING MEMBER:

1. License #

2. Current Agent Name: (Exactly as it appears on license) Last First Middle

I, (Print full name) hereby consent to the appointment of Agent for this license. I agree to immediately assign a new Agent in the event that I am unable to discharge the duties of Agent for this license. I have not been convicted of a felony in the last five (5) years.

X (Controlling Person/Existing Agent)

State of County of The foregoing instrument was acknowledged before me this

My commission expires on:

Day of Month Year

Signature of NOTARY PUBLIC

SECTION 6

(COMPLETE THIS SECTION FOR RESTRUCTURE)

Is there more than one licensed premises involved? [ ] YES [ ] NO

If YES, SEPARATE APPLICATIONS must be filed and fees paid for each license/location.

Type of current ownership:

Type of new ownership:

- [ ] J.T.W.R.O.S.
[ ] INDIVIDUAL
[ ] PARTNERSHIP
[ ] CORPORATION
[ ] LIMITED LIABILITY CO.
[ ] MANAGEMENT CO.
[ ] TRIBE
[ ] TRUST
[ ] OTHER (Explain)

- [ ] J.T.W.R.O.S.
[ ] INDIVIDUAL
[ ] PARTNERSHIP
[ ] CORPORATION
[ ] LIMITED LIABILITY CO.
[ ] MANAGEMENT CO.
[ ] TRIBE
[ ] TRUST
[ ] OTHER (Explain)

SECTION 7 (COMPLETE THIS SECTION FOR AGENT CHANGE, ACQUISITION OF CONTROL OR RESTRUCTURE)

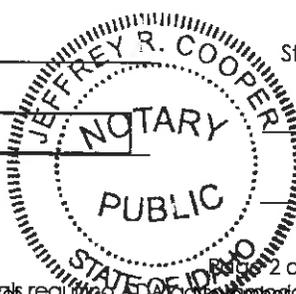
To be completed by Controlling Person or existing Agent (if no agent changes) OR NEW Agent if applying for Agent change as listed in Section 2 Question 1.

I, (Print full name) David Adams, hereby declare that I am the APPLICANT filing this application. I have read the application and the contents and all statements are true, correct and complete.

X (Controlling Person/Existing Agent)

State of Idaho County of Bonneville

My commission expires on: 03/03/2023



Day of August 2017

Signature of NOTARY PUBLIC

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**Agenda Item Submission Form – Section I**

**Meeting Date:** November 1, 2017

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

**Requesting Department:** Library

**Staff Resource/Contact Person:** Kathy Hellman

**Agenda Title (be exact):** Approval of the Library Posting & Display Policy and Application

**List Attached Documents:** POSTING & DISPLAY POLICY – updated 092017  
DISPLAY APPLICATION – updated 092017  
Posting & Display Policy + Application 022017

**Estimated Presentation Time:** 1 minute

**Estimated Discussion Time:** 1 minute

**Reviews and comments Completed by:**

Town Manager: \_\_\_\_\_  Department Head: \_\_\_\_\_

Town Attorney Comments: with suggested changes implemented, the document is good to go

Risk Management: no changes requested, forwarded to Town Attorney for review

Finance Department  
Fiscal Impact:  
Budget Code: \_\_\_\_\_ Amount Remaining: \_\_\_\_\_  
Comments:

**Background Information:** Numerous community groups have asked about displaying artwork in or donating artwork to the library. We support showing local art displayed in the library in rotating basis so that library patrons & community members get a chance to see a variety of works, styles, mediums, etc. in an environment that gives free access to all. It's taken nearly a year to get to this policy revision so that we can proceed with hanging displays throughout the library. The policy and application process allows us to be equitable in processing the requests, to set down guidelines and to move forward with a process that many of us have hoped to see since the day we moved into our new library.

**Recommended Action (Motion):** Approve the updated version of the POSTING & DISPLAY POLICY and the DISPLAY APPLICATION for inclusion in the *Camp Verde Library Policies & Practices* manual and publication on the library website.

**Instructions to the Clerk:** no instructions

## POSTING & DISPLAY POLICY

### PRINCIPLE(S):

Camp Verde Community Library supports the sharing of and access to community information.

### PRACTICE:

#### Posting:

Community postings must be approved by the Library Director or designee. Approval to post shall be signified by the date-stamp and initials of the Library Director or designee. Information without date and initials will be removed.

Priority is given to information related to Camp Verde Community Library, the Town of Camp Verde, Yavapai Library Network members, non-profit entities supporting reading, education or literacy, and other non-profit groups providing civic or social services. For-profit groups and private parties will not be permitted to place or distribute information in the Library.

Posters larger than 11 x 17 inches will not be accepted. Handouts may be placed on the LIBRARY's Free Shelf with permission from the Library Director or designee.

Information must be timely. Expired information will be removed and discarded.

#### Display:

The LIBRARY will consider displays of educational, cultural, intellectual, civic or recreational nature on a first-come, first-served basis or as space is available. Persons or organizations providing displays in the library will complete and sign a *Display Application/Agreement* form.

Permission may be denied to, or revoked for, any exhibit whose purpose is personal or commercial and/or has the potential to cause, or causes substantial disruptions or material interference with the functions of the library or is not in compliance with ARS § 13-3507 or this Posting & Display Policy.

Permission to exhibit materials does not imply sponsorship by the LIBRARY or constitute an endorsement of the content of the contributing group or individual's policy or beliefs. The exhibitor accepts full responsibility for their exhibit including, but not limited to, content and/or accuracy of any statements or representation made in such materials.

The LIBRARY will not be responsible for any items that are displayed and/or owned by individuals or organizations. Permission to use the exhibit space is conditional upon user agreement to save, hold harmless, and indemnify the Town of Camp Verde from any claims, lawsuits, or judgments arising from loss, damage to property, or injury to persons from or during the exhibit, and/or their exhibit material(s) or any part thereof.

It is the responsibility of the person or organization posting or providing materials to set up and remove the displays during normal library operating hours. The LIBRARY will not provide storage for the property of individuals or organizations.

## POSTING & DISPLAY POLICY

### PRINCIPLE(S):

Camp Verde Community Library supports the sharing of and access to community information.

### PRACTICE:

#### Posting:

Community postings must be approved by the Library Director or designee. Approval to post shall be signified by the date-stamp and initials of the Library Director or designee. Information without date and initials will be removed.

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Posters larger than 8.5 x 11 inches will not be accepted. Handouts may be placed on the LIBRARY's Free Shelf with permission from the Library Director or designee.

Information must be timely. Expired information will be removed and discarded.

#### Display:

The LIBRARY will consider displays of educational, cultural, civic or recreational nature on a first-come, first-served basis or as space is available.

Persons or organizations providing displays in the library will complete a *Display Application/Agreement* form that may be obtained upon request.

Acceptance of a display by the LIBRARY does not constitute an endorsement of the contributing group or individual's policy or beliefs.

Displays shall not be salacious in nature. Only identifying information may accompany a display. No price tags are permitted.

It is the responsibility of the person or organization to set up and remove the displays. The LIBRARY will not provide storage for the property of individuals or organizations.

The LIBRARY will not insure or be responsible for any items that are displayed and/or owned by individuals or organizations.

**DISLAY APPLICATION/AGREEMENT**

The undersigned hereby wishes to have on display works of art or other materials in the Camp Verde Community Library. In consideration of the privilege of exhibiting them in the library, the Camp Verde Community Library, the Town of Camp Verde, and any of its employees, agents, successors, or assigns are released from any responsibility for loss, damage or destruction to the works of art or other materials described herein while they are on the library premises.

Description of Exhibit:

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Time Period Loaned: From: \_\_\_\_\_ To: \_\_\_\_\_

Name of Individual or Organization:

---

Name of Contact (person responsible for setup and takedown):

---

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Agenda Item Submission Form / Section I: Cover Sheet**  
**Abide Maternity Home Application for a Zoning Map Change**

**Meeting Date: November 1, 2017**

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

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

**Applicant:** Michele Evans for Abide Maternity Home  
**Application:** Zoning Map Change from R1-35 (Residential-Single Family 35K SF to RS (Residential and Services)  
 Zoning Map Change – Project # 20170274

**Agenda Title (be exact): AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA AMENDING THE TOWN ZONING MAP TO CHANGE THE ZONING CLASSIFICATION OF AN APPROXIMATELY 1 ACRE PARCEL, LOCATED AT 2480 N ARENA DEL LOMA, APN 403-19-137, FROM R1-35 (RESIDENTIAL: SINGLE FAMILY 35,000-SQUARE-FOOT MINIMUM LOT SIZE) DISTRICT TO RS (RESIDENTIAL AND SERVICES);**

**List Attached Documents:**

- Staff Report
- Ordinance 2017-A427
- Zoning Map Change Application
- ZMC Documents:
  - Directions to Property, Vicinity Map, Zoning Map
  - Letter of Intent
  - Neighborhood Meeting Affidavit, Notification List & Letter, Summary & Comments
  - Comments from Agencies & Public
  - Draft Minutes from the October 5, 2017 Planning & Zoning Commission Public Hearing with recommendation to Council

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

**Reviews Completed by:**

- Department Head: Carmen Howard  
Comments:
- Town Attorney  
Comments:

**Exhibit A – Staff Report: Abide Maternity Home Zoning Map Change Application**

**Town of Camp Verde: November 1, 2017 Town Council**

**BACKGROUND:**

The subject property is located on Arena Del Loma, just northwest of the Interstate 17 overpass. It is on the east side of the road in a former church building. The property is 1-acre in size and houses the existing Abide Maternity Home.

The current zoning of R1-35 and building occupancy of R3 allows a group home setting with up to 10 individuals and caretakers per building. They are now at capacity with one building that can serve 5 women and their babies, and on-site caretakers. The applicant's plans are to construct a second building for 10 additional individuals and caretakers. However, this will change their occupancy to an institutional rating and create multiple buildings on the property for dwelling. The RS District will allow institutional uses "for the care of humans" and multiple dwelling units; therefore, this is an appropriate zoning district for their proposal. They also plan to incorporate additional educational programs, parking and amenities for the residents.

The intent of this application is a request to for a Zoning Map Change from an R1-35 District (Residential: Single Family, 35,000 Square Foot Minimum Lot Size) to an RS District (Residential and Services) to allow for the expansion of their existing program. There is currently one building on site, with plans to construct a second building and add designated parking, a garden area, and play area. The proposed change to an RS District will allow the center to construct the new building for additional residents and provide training and educational services for them. The applicant intends to apply for a grant from Northern Arizona Council of Governments (NACOG) and the proper zoning needs to be in place for their proposal before they submit an application.

The surrounding properties include residential uses, a well-drilling company, and an established manufactured home park.

**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 May 24, 2017.
- The meeting was held at 2480 N. Arena Del Loma Road. There were 17 attendees at the meeting; 9 of which were associated with Abide. From the public, there were 3 in attendance that had concerns about the request, with 1 of those changing to support by the end of the meeting. The remaining 5 in attendance supported the request.
- Community Development Staff mailed out sixteen (16) letters to properties owners within three hundred (300) feet of the subject parcel on August 15, 2017. This letter advised the neighbors of the Planning & Zoning Public Hearing date, time, and location.
- A Notice of Public Hearing was posted on the subject property at 2480 N. Arena Del Loma and in public places on September 12, 2017 by Community Development Staff.
- A Notice of Public Hearing was placed in the Verde Independent–Camp Verde Bugle newspaper on September 17, 2017 by Community Development Staff.
- The Planning & Zoning Commission agenda was posted in public places on September 22, 2017 by Community Development Staff.

**COMMUNICATIONS FROM AGENCIES/PUBLIC:**

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

Staff has received the following comments from reviewing agencies:

**Town of Camp Verde Building Division-**

***Contact: Robert Foreman, Building Official    Comments Received: August 21, 2017***

- *Building Division has no comments or concerns with this zoning change request.*

**Copper Canyon Fire & Medical Association**

***Contact: Kristi Gagnon, Fire Marshal    Comments Received: August 24, 2017***

- *The Fire Authority has no concerns for the zoning map change. Future comments will be made in regards to the construction of a new building.*

**GENERAL PLAN:**

The existing Abide Maternity Home property is located within the Middle Verde Character Area. This area includes a combination of uses such as residential, commercial enterprises near I-17, agriculture, and the Yavapai-Apache Nation. The area in which this property exists has been defined as a “preferred non-residential zoning district” which includes RS, C1, and C2 Districts located near I-17, from Middle Verde Road to the Verde River, and along both sides of Arena Del Loma Road to Lucille Circle/Private Drive. This property is at the intersection of Lucille Circle and Arena Del Loma Road.

The intent is to encourage neighborhood commercial uses within this section of the Middle Verde Character Area, which will require further zoning map changes to the preferred neighborhood commercial districts. Goal A supports this preference by stating “Encourage the preservation of existing neighborhood densities and enhance existing neighborhoods by appropriate and compatible services, including public services”. Further, Goal A.2 states “Promote areas for community service needs, including but not limited to, sites for schools, utilities and parks, trails, open spaces and flood control within all new developments”. The proposed use would fall under the “community service needs” category.

**STAFF RECOMMENDATION:**

Staff recommends approval of the request for a Zoning Map Change from an R1-35 District (Residential: Single Family, 35,000 Square Foot Minimum Lot Size) to an RS District (Residential and Services), which would allow for the inclusion of additional housing facilities and educational services on the property for the residents.



## ORDINANCE 2017 A427

**AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA AMENDING THE TOWN ZONING MAP TO CHANGE THE ZONING CLASSIFICATION OF AN APPROXIMATELY 1 ACRE PARCEL, LOCATED AT 2480 N ARENA DEL LOMA, APN 403-19-137, FROM R1-35 (RESIDENTIAL: SINGLE FAMILY 35,000-SQUARE-FOOT MINIMUM LOT SIZE) DISTRICT TO RS (RESIDENTIAL AND SERVICES); 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 Town Council has an abiding interest in protecting the public health safety and welfare by establishing requirements for provisions of the Planning & Zoning Ordinance by allowing for zoning amendments after public hearings.

**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 20170274** was filed by Michele Evans, agent for Abide Maternity Home, parcel 403-19-137 to rezone the subject parcel from **R1-35 (RESIDENTIAL: SINGLE FAMILY 35,000-SQ FT MIN LOT SIZE)** to **RS (RESIDENTIAL AND SERVICES)**. The legal description is attached as exhibit "A" and the map as exhibit "B".

B. The Planning & Zoning Commission reviewed the request on October 5, 2017 in a public hearing that was advertised and posted according to state law and recommended approval of **Zoning Map Change 20170274**.

C. The proposed Zoning Map Change Amendment will not constitute a threat to the health, safety, welfare or convenience to the general public and is in conformity with the Town of Camp Verde General Plan.

D. The Waiver of Diminution of Value Claim has been signed by the owner and is attached as exhibit "C".

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

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

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

PASSED AND APPROVED BY A MAJORITY VOTE OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA ON THIS 1ST DAY OF NOVEMBER, 2017.

\_\_\_\_\_  
Charles German - Mayor

Date: \_\_\_\_\_

Approved as to form:

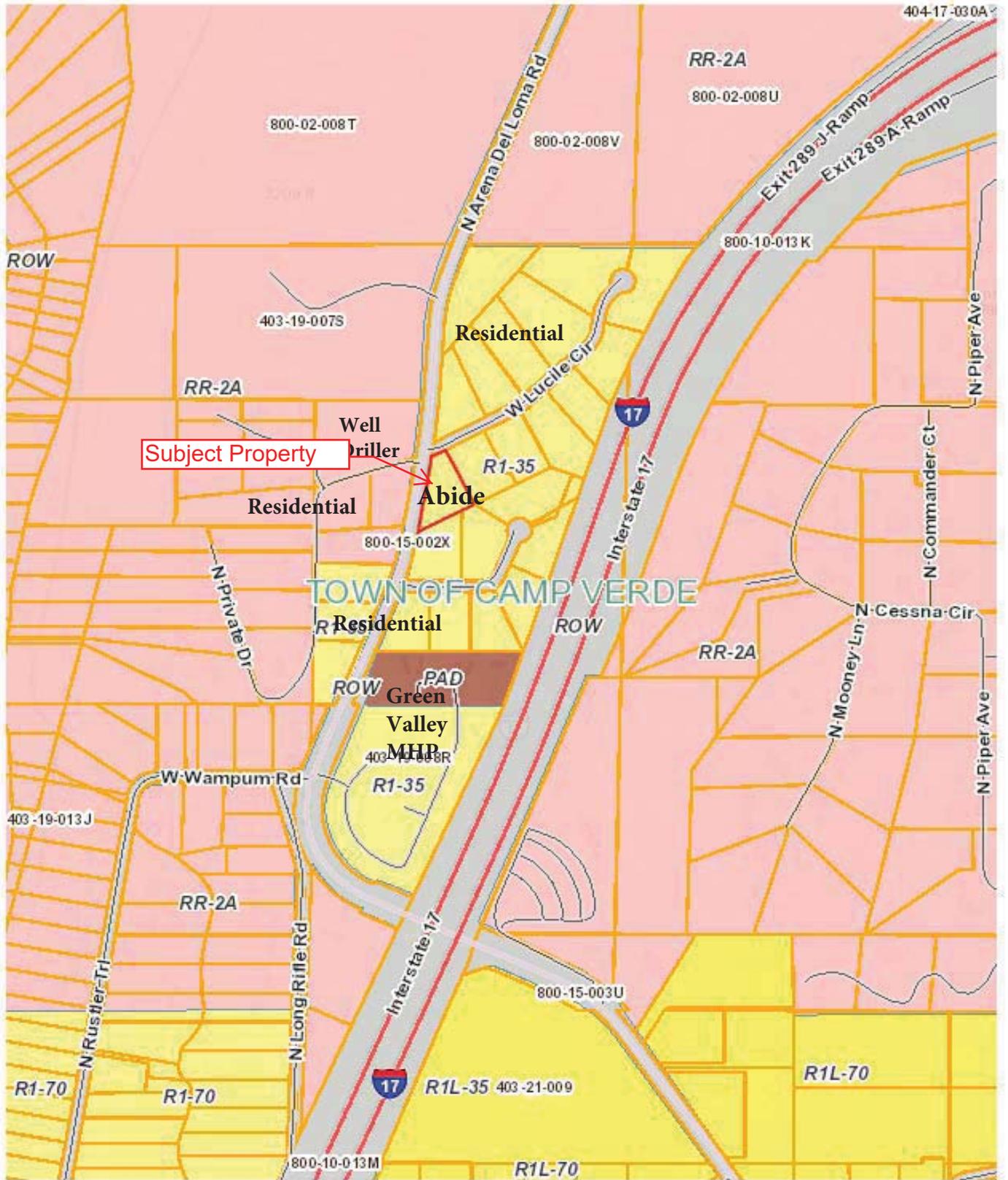
Attest: \_\_\_\_\_  
Judith Morgan, Town Clerk

\_\_\_\_\_  
Bill Sims - Town Attorney

Exhibit "A"

**Lot 13, FREEWAY ACRES, according to the plat of record in the office of the Yavapai County Recorder in Book 17 of Maps, page 61.**

# Abide Maternity Home: Zoning Map Change Vicinity, 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.*

When Recorded Return To:  
Town of Camp Verde  
473 S. Main St  
Camp Verde, Arizona 86322

**AGREEMENT  
TO WAIVE CLAIM FOR DIMINUTION IN VALUE  
REGARDING ACTION  
PROPOSED BY TOWN OR REQUESTED BY PROPERTY OWNER**

This Agreement to Waive Claim for Diminution in Value Regarding Action Proposed by Town or Requested by Property Owner (“Agreement”) made as of this 12 day of September, 2017, by and between the Town of Camp Verde, a municipal corporation of Arizona (“Town”) and:

Abide Maternity Home, (“Owner(s)”);

WITNESSETH:

WHEREAS, on December 4, 2006, the Governor of Arizona signed into law the Private Property Rights Protection Act (Proposition 207) approved by the voters on November 7, 2006; and

WHEREAS, Proposition 207 added a new Article 2.1 to Chapter 8, Title 12 of the Arizona Revised Statutes (comprising §§12-1131 through 12-1138) dealing with eminent domain and regulatory takings; and

WHEREAS, ARS §12-1134 permits an owner of private real property to seek just compensation from the state or a political subdivision thereof that enacts or applies a land use law which (subject to certain exceptions) reduces existing rights to use, divide, sell or possess said property and thereby reduces the fair market value of the property; and

WHEREAS, “land use law” includes any statute, rule, ordinance, resolution, or law enacted by the state or political subdivision that regulates the use or division of land or any interest in land; and

WHEREAS, ARS §12-1134(I) recognizes that the state or political subdivisions may reach agreements with private property owners to waive claims for diminution in value resulting from land use law actions proposed by the state or political subdivision or requested by the property owners; and

WHEREAS, the Town (through its Common Council) has, on the date first-above written, duly considered and approved this Agreement with the Owner(s) to waive any claims said Owner(s) may have for diminution in value that may result, now or in the future, from the land use law action(s) proposed by the Town or requested by the Owner(s) as more fully set forth herein;

NOW, THEREFORE, for and in consideration of the mutual covenants and promises contained herein (and for other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged), the parties hereto agree as follows:

SECTION ONE. This Agreement applies to that private real property described in **Exhibit “A”** attached hereto and expressly made a part hereof (“Property”) and the recitals set forth above are true and correct and are incorporated herein by reference. Owner has independently determined and believes that the application of the Town’s land use laws to the Property will not reduce the fair market value of the Property.

SECTION TWO. The land use law action(s) proposed by the Town or requested by the Owner(s) to which this Agreement applies have been designated as follows by the Town’s Community Development Department:

#20170274  
**Town Application Number**

and, are based on certain application(s), copies of which (“Applications”) are shown as **Exhibit “B”** attached hereto and expressly made a part hereof (“Action(s)”).

SECTION THREE. By signing this Agreement, the Owner(s) expressly agree(s) and acknowledge(s) that the Owner(s) hereby waive(s) any right to claim diminution in value or claim just compensation for diminution in value of the Property under ARS §12-1134, now or in the future, in relation to the Action(s). This includes (but is expressly not limited to) agreement and consent by the Owner(s) to all conditions that may ultimately be imposed as part of the Action(s).

SECTION FOUR. It is expressly understood by the parties that this Agreement does not add to, detract from, or otherwise modify any discretion, right, power, authority, obligation, or duty of the Town under applicable law with respect to any legislative, administrative, or quasi-judicial action(s).

SECTION FIVE. This Agreement (including any exhibits attached hereto and any addendum) constitutes the entire understanding and agreement of the Owner(s) and the Town and shall supersede all prior agreements or understandings between the Owner(s) and Town regarding the Property. This Agreement may not be modified or amended except by written agreement of the Owner(s) and the Town.

SECTION SIX. This Agreement is made and entered into in Yavapai County, Arizona, and will be construed and interpreted under the laws of the State of Arizona.

SECTION SEVEN. The parties agree that this Agreement may be filed in the Official Records of the County Recorder's Office, Yavapai County, Arizona.

SECTION EIGHT. This Agreement runs with the land and is binding upon all present and future owners of the Property.

SECTION NINE. This Agreement is subject to the cancellation provisions of ARS §38-511.

SECTION TEN. The Owner(s) warrant(s) and represent(s) that the Owner(s) is/are the owner(s) of fee title to the Property, and that no other person(s) has/have any ownership interest(s) in the Property. The person(s) who sign(s) on behalf of the Owner(s) personally warrant(s) and guarantee(s) to the Town that he/she/they have the legal authority to bind the Owner(s) to this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by and through their authorized representatives the day and year first-above written.

**TOWN OF CAMP VERDE**, a municipal corporation of Arizona, (Town)

\_\_\_\_\_  
Charles German, Mayor

ATTEST:

\_\_\_\_\_  
Judith Morgan, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
William Sims, Town Attorney

Dated this 12 day of September, 2017

OWNER:

Abide Maternity Home  
Print Name

Michele Evans  
Signature

OWNER:

\_\_\_\_\_  
Print Name

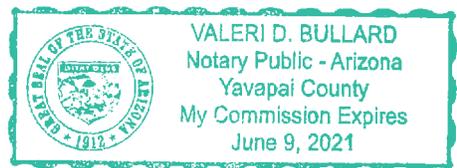
\_\_\_\_\_  
Signature

STATE OF ARIZONA        )  
County of Yavapai        ) ss.

On this 12<sup>th</sup> day of Sept., 2017, before me, the undersigned Notary Public, personally appeared Michele Evans, who acknowledged that this document was executed for the purposes therein contained.

Valeri D Bullard  
Notary Public

My Commission Expires: 6/9/21





# Land Use

Project #: 20170274

## 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: Abide Maternity Home

Please print or type legibly

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

Owner Name: Abide Maternity Home Applicant Name: Michele Evans

Address: 2480 N Arena del Loma Address: 3217 Clinton

City: Camp Verde State: AZ Zip: 86322 City: Camp Verde State: AZ Zip: 86322

Phone: 928-862-4023 Phone: 928-202-9402

E-mail: info@AbideMaternityHome.com E-Mail: michele@AbideMaternityHome.com

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

Address or Location: 2480 N Arena del Loma

Existing Zoning: R1 Existing Use: residence

Proposed Zoning: RS Proposed Use: residence

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

We currently have room for 4 moms. We'd like to rezone in case we can add another building in the future for more mamas.

**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: Michele Evans, CEO Date: 8-3-17 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: Michele Evans Date: 8-3-17

AUG 15 '17 PM 2:27



August 15, 2017

To: Town of Camp Verde

Re: Abide Maternity Home Rezoning Request

Dear Sir/Madam:

We are submitting an application for a Zoning Map Change from R1-35 (Residential: Single Family, 35,000 Square Foot Minimum Lot Size) District to RS (Residential and Services) in order to enable us to expand our existing services, while using a zoning district that will remain compatible with the residential uses in the surrounding area.

Abide Maternity Home provides a residential setting for pregnant mothers and their children to receive limited care and education to help them achieve independence. There is a married couple that lives on site also, as staff for the center. The current zoning for the district, R1-35, allows for the limited services currently being provided. Expansion of the center will need a rezoning action to an RS, residential-services designation.

The home currently houses up to four pregnant mothers and their babies, with the average stay ranging from six months to two years. We are proposing to build another building to expand our services for up to five additional mothers and their babies. The new building may also house staff members, be used to provide training and educational services, and a gathering place for the residents.

An application will be made to Northern Arizona Council of Governments for grant funds to expand the existing Maternity Home. In order to apply for the grant, the proper zoning needs to be in place.

Thank you in advance for your time and consideration,

Michele Evans  
CEO

ABIDE MATERNITY HOME

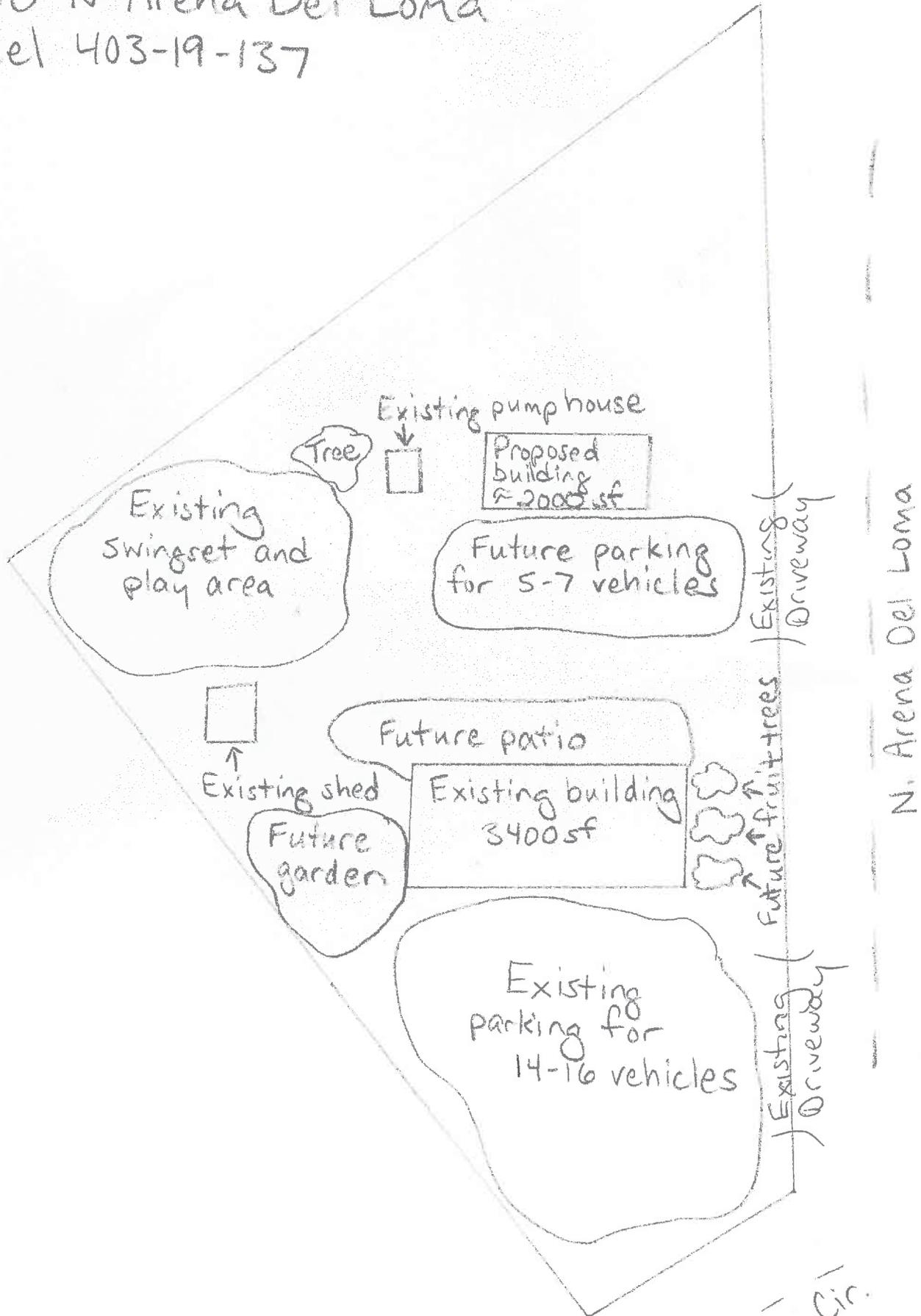
40 Box 3758 • Camp Verde, AZ 86322

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

Abide Maternity Home  
2480 N Arena Del Loma  
Parcel 403-19-137

August, 2017

AUG 15 '17 PM 2:27



W. Lucille Cir.

Yavapai County Print Parcel



<b>Parcel ID</b>	403-19-137	<b>Check Digit</b>	1
<b>Owner</b>	ABIDE MATERNITY HOME ARIZONA CORPORATION		
<b>Owner's Mailing Address</b>	PO BOX 3758 CAMP VERDE, AZ 863223758		
<b>Secondary Owner</b>	N/A		
<b>Recorded Date</b>	7/2/2015 12:00:00 AM		
<b>Last Transfer Doc Docket</b>	N/A	<b>Last Transfer Doc Page</b>	N/A
<b>Physical Address</b>	2480 N Arena Del Loma	<b>Incorporated Area</b>	Town of Camp Verde

<b>Assessor Acres</b>	1	<b>Subdivision</b>	Freeway Acres	<b>Subdivision Type</b>	M
<b>School District</b>	Camp Verde Unified SD #28	<b>Fire District</b>	Camp Verde FD	<b>County Zoning Violation</b>	No Zoning Violation

**Improvements (2)**

**Type:** Rooming Houses  
**Floor area:** 3404  
**Constructed:** 1976

**Type:** Mobile Home Yard Improvements  
**Floor area:** 1  
**Constructed:** 1990

**Assessment**

Starting with the 2015 tax year, the Limited Property Value is the only value considered for taxation purposes, the Full Cash Value is no longer used for taxation.

Tax Year	2018	2017
Assessed Value(ALV)	\$24,582	\$17,689
Limited Value(LPV)	\$163,879	\$117,927
Full Cash(FCV)	\$183,341	\$133,442
Legal Class	Vacant or Other	Vacant or Other
Assessment Ratio	15%	15%
Usage Code	9050 ?	9050 ?

**Taxes**

<b>Tax Area Code</b>	2877	<b>2015 Taxes Billed</b>	\$
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**Recorded Documents & Sales (4)**

Date	Book/Page	Type	Cost
11/15/2016	2016-0057895	Warranty Deed	\$104,150
7/2/2015	2015-0031274	Rerecordings	\$0
10/7/1981	1415/907	Unknown	\$0
10/7/1981	1415/907	Unknown	\$0

**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.



## NOTICE OF NEIGHBORHOOD MEETING

**Today's date:** 5/24/17  
**Date of meeting:** 6/10/17  
**Time:** 10:00 AM  
**Location:** 2480 N. Arena Del Loma Rd., Camp Verde, AZ

Dear neighbors,

By way of introduction, we'd like to share a bit with you. We are Abide Maternity Home, and back in November we purchased the above stated property from the Assemblies of God church. Since January, the building has been undergoing a significant remodel.

The septic system was enlarged, mostly replaced, and relocated to be further from the well. The outside of the building has been cleaned up, but the real changes have been inside. Almost everything is new, including floors, walls, windows, plumbing, electrical, and HVAC.

We hope you have noticed the aesthetic improvements on the outside, and assure you that things will continue to improve as signs of construction are removed and landscaping is completed. We're doing our best to better the look of the property, and to be an asset to the neighborhood.

The layout of the house allows us space for up to four pregnant women and their babies. There will be a young married couple living in also as staff. The program is specifically for homeless women who desire to change the direction of their life by working hard toward achieving their independence. We are not a battered women's shelter, nor a homeless shelter; those are facilities available in other areas through other organizations.

ABIDE MATERNITY HOME

PO Box 3758 • Camp Verde, AZ 86322



Rather, we are a long term comprehensive program designed to offer women the opportunity to gain job skills, parenting skills, life skills, and to actually save money for their future. We anticipate the average stay will be between six months and two years. Most of the women we'll serve will come to us with nothing. No family, no job, no transportation, and no hope. Our job will be to help them change all that.

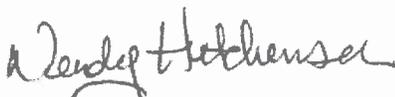
Although this current space for up to four women will be wonderful, we can foresee already that more space would be even more wonderful. Eventually, we would like to build a new building on the property, primarily to house staff, possibly open space for a few more women, and offer more gathering space for the ladies.

In order to have this option down the road, we will need to rezone our property. It is currently zoned residential and would remain residential with the new designation, going from R1-35 to RS. We will not ask to rezone for commercial or industrial purposes, but simply from one type of residential to another type of residential.

In accordance with the Town of Camp Verde's requirements for a rezoning request, Abide Maternity Home invites you to a neighborhood meeting on June 10, 2017 at 10am. The purpose of the meeting is to discuss the rezoning of our parcel #403-19-137, otherwise known as 2480 N. Arena Del Loma Rd.

If you have any questions about the meeting, please feel free to contact us anytime, or bring your questions to the meeting on June 10<sup>th</sup>. We look forward to seeing you.

Thank you for your time and God bless,

  
Wendy Hutchinson  
Board Secretary

  
Lynda Hilton  
Board Member

  
Michele Evans  
Board Member and CEO

ABIDE MATERNITY HOME

PO Box 3758 • Camp Verde, AZ 86322

# Affidavit

I Abide Maternity Home owner of parcel 403-19-137 have notified my neighbors within 300' of my residence, by sending letters on May 24 2017 to notify them of the neighborhood meeting that I conducted on the 10<sup>th</sup> day of June 2017.

I posted my property with meeting date and time on the 1<sup>st</sup> day of June 2017.

I Abide Maternity Home owner of parcel 403-19-137 have provided a summary of Neighborhood meeting I conducted to the Planning & Zoning Department of Camp Verde within 60 days attesting to the issues and concerns discussed at the Neighborhood Meeting held on the 10<sup>th</sup> day of June 2017.

Summary Statement: Attached

If Summary statement is too long, attach a copy.

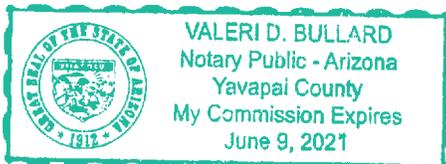
State of Arizona}

County of Yavapai}

Michele Evans  
Signature of Document Signer No. 1

\_\_\_\_\_  
Signature of Document Signer No. 2

Subscribed and sworn to (or affirmed) before me this 4<sup>th</sup> day of Aug. 2017.



Valeri D. Bullard  
Signature of Notary

## Abide Maternity Home Neighborhood Meeting

June 10, 2017 – 10am

**Purpose: Disclose and discuss our plan to apply for rezoning from R1 to RS  
2480 N. Arena del Loma, Camp Verde (Anna House)**

Notice of meeting posted at Anna House on June 1, 2017 and mailed on May 24, 2017 to:

Janna and John White	Hogan Family Marital Living Trust
Manuel and Sabina Ruiz	Robert and Eileen Myers
John Salinas	Noah and Mary Green
Lavone and Joye Turnipseed	Efrain Paniagua Alvarado
Lozano Family Support and Educ Revoc Trust	Marian McLean
Ruben and Maria Serna	Raymond Freeman
Robert Porter	Paul and Lesa Stevick
Robert Frantum	Kenneth and Elizabeth Myers

In attendance: Paul Stevick (and wife?), 1160 Janice Circle  
Sharon Freeman, 1180 Janice Circle  
Bob and Eileen Myers, 1155 W. Lucile Circle  
Debbie and Pete Roulette, 1922 Rustler Trail  
Lynda Hilton  
Wendy Hutchinson  
Kelly Malcolm  
Patty and Dan Zeid  
Pam Spoo  
Scott and Michele Evans  
Brian Dugan

Arrived after the meeting concluded: Mr. Freeman, 1180 Janice Circle

Prior to the meeting, several neighbors expressed regrets about their inability to attend the meeting, and conveyed their support for Abide and its positive impact for the community. There were many supporters in attendance; unfortunately they were largely unable to participate with their own questions and comments because of the churlish behavior of three neighbors, as described below.

Sharon arrived a half-hour early and was openly hostile and disagreeable. She refused a tour of the home and refused to accept a seat for her comfort. Shortly thereafter, Mr. and Mrs. Stevick arrived with a very similar disposition.

Michele began the meeting at 10 by stating that the purpose was to discuss Abide's desire to request the re-zoning of the Anna House property from R1 to RS. She also offered information about Abide, as follows:

- It's a local non-profit established almost two years ago.
- Their Pregnancy Resource Center is located at 2<sup>nd</sup> and Head Street and offers material resources and education resources to pregnant and parenting women and families.
- New Life Thrift Shop on Main Street was opened recently for the purpose primarily of offering job training to maternity home residents.
- Anna House is set up to house four homeless pregnant women and their babies.
  - It is not a homeless shelter, nor a battered women's shelter, nor a rehab facility.
  - Women living at Anna House will be required: to follow strict rules within the home, to work, to continue their education, to attend weekly church services, and to volunteer in the community. Additionally, women will not be allowed romantic relationships while living in the home.
  - Transportation will be provided since most clients have no vehicle.
  - They hope residents will stay for an extended time in order to establish a solid foundation for being independent successfully.

During the five-minute summary described above, Sharon and Mrs. Stevick made sure to express their hostility about the project through their body language and shaking their heads in disagreement repeatedly. After her summary, Michele opened the meeting for questions and comments.

There were no questions, other than where Abide would hope to add a building. Michele stated it was not certain, but would most likely be placed where there had been a manufactured home previously. Rather than seeking more information, or reasonable conversation, Sharon and the Stevicks monopolized the next 40 minutes with rants to include the following points:

- They don't like where the new septic was placed.
- They don't like the dust raised by the remodel.
- They don't like the debris created during remodel. Some things blew into their yards. (When we offered to come clean it up, they changed the complaint to say things had blown against the fence, not really in their yards.)
- They don't want a building placed where the previous building was because it'll steal all their sunlight.
- Their property values are plummeting because of Anna House.
- There was graffiti on the building during its previous ownership.
- The previous owners didn't do anything about children who threw rocks toward their property from the swingset.
- They want Abide to make women come and go quickly, not let them stay too long.
- They guarantee the building will be abandoned a year from now.
- They want the swingset moved and a wall built.
- They know that residents' boyfriends will be peeking in their windows, coming through their yards, breaking through windows into their homes. They will be forced to call the police frequently.
- They don't think "those women" deserve help from Abide; they should just figure it out and get their lives together on their own.

- Sharon was very upset that the notice for the meeting was sent to her son instead of her. (We explained that we mailed to those on the list given to us by the Town. She said that was just an excuse.)

The concerns were addressed as follows:

- It was explained that the septic was replaced during remodel of Anna House and that careful consideration was made to ensure the new system would still be in compliance should there be another building added to the property in the future.
- The concern here seemed to be the “sight” of a new home. The community members were reminded that there was previously a double-wide trailer in the same space on the property. A new home would be an improvement.
- Michele assured the residents that Anna House is not a “shelter.” Rather, its purpose is to be run as and function as a *home*. The ladies living at Anna House are to abide by a strict schedule and set of rules while improving their lives. If they are out of compliance they will not be allowed to stay. The point was also made that the home currently only has 4 rooms available causing the selection process to be very stringent.
- The community members were assured that, though there is never a guarantee of how things may transpire, the young ladies coming to Abide for help are in fact truly homeless in that even the fathers are absent. If, on rare occasion, they do have contact with the fathers of their babies upon coming to Abide for help, they are made to break all ties before being admitted to the program. In addition, the governing board of Abide has a member who works for Yavapai County Sheriff’s Office and is ensuring that every measure is taken toward safety and security. Community members were encouraged to please notify staff at the home if they were to witness any troubling activity.
- It is not likely that anyone associated with Anna House would need to be on someone else’s private property.
- Anna House is not set up to accommodate older children. At times there *might* be an exception made to have an older child in the home, but only if there is room within the 10-person maximum limit. The home is set up for pregnant women and babies, so the likelihood of rocks being thrown is very small, if at all.

Most community members in attendance support Anna House and specifically the re-zoning. One couple stated that they’ve lived in the area near Anna House for 35 years and that they feel it will be a blessing to our community. They completely support the home. Another couple lives right behind Anna House and also came in support. It is worth noting that even Mr. Stevick commented before departing, “I think you guys are doing a good thing here.”

The meeting ended abruptly when there were no further questions to be addressed, and the same irrelevant complaints were simply being repeated. Three of the neighbors began to argue vigorously, and all were escorted outside and quickly disbursed.

Abide Maternity Home Neighborhood Meeting 6/10/17 - 10am

1. PAUL Stevick 1160 Janice cir. (4 wife)
2. SHARON FREEMAN 1180 JANICE CIRCE
3. BOB + EILEEN MYERS 1155 W. Lucike Cir.
4. Debbie + Pete Roullette 1922 Rustler Tr.
5. Lynda, Wendy, Kelly, Patty, Pam, Scott, Brian, Dan, Michele
6. Mr. Freeman
- 7.
- 8.

Please give your name, address, contact number.

# TOWN OF CAMP VERDE

AUG 21 '17



## Memorandum

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**To:** Melinda Lee, Planner

**Cc:** Sandy Farrar, Permit Technician  
Denise Pitts, Permit Technician/Inspector

**From:** Robert Foreman, Building Official

**Date:** August 21, 2017

**Re:** Zoning Map Change, Abide Maternity Home Project #20170274

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Building Department has the following comments on the development review application. These comments are preliminary in nature only, and are subject to change.

- Building Division has no comments or concerns with this zoning change request.

A handwritten signature in blue ink, appearing to read "Robert L. Foreman".

Robert L. Foreman  
Building Official  
Town of Camp Verde  
473 S. Main St. Ste 108  
928-554-0050  
[Robert.foreman@campverde.az.gov](mailto:Robert.foreman@campverde.az.gov)



**NOTICE OF PUBLIC HEARING  
TOWN OF CAMP VERDE  
Planning & Zoning Commission  
473 S. Main Street, Camp Verde, AZ 86322  
Thursday, October 5, 2017, 6:30 p.m.**

**THE FOLLOWING ITEMS ARE TENTATIVELY SCHEDULED FOR THE FOLLOWING HEARING:  
The Town Planning & Zoning Commission will hear the following at 6:30 PM in Council Chambers,  
Suite 106, located at 473 S. Main Street, Camp Verde, AZ.**

**Planning & Zoning Commission**

- a. **Public Hearing, Discussion, and Possible Recommendation to the Town Council regarding an application submitted by Abide Maternity Home, for a Zoning Map Change from R1-35 (Residential: Single Family, 35,000-Square-Foot Minimum Lot Size) to RS (Residential and Services) to allow for the expansion of their existing services. The property is located at 2480 N. Arena Del Loma, Parcel No. 403-19-137, in Camp Verde, Yavapai County, Arizona.**
- b. **Public Hearing, Discussion, and Possible Recommendation to the Town Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 102B, Non-Conforming Uses and Structures; Section 103, Definition of Terms; Section 203, Use Districts; Section 204, Use District Regulatory Criteria; Section 301, Exceptions to Yard and Height Requirements; Section 303, Home Occupations; Section 306, Mobile/Manufactured Home Parks (MHP & RV Parks); Section 312, Shipping Containers; Section 403, Off-Street Parking and Loading; and Section 405, Outdoor Lighting.**

**Copies are available for viewing or purchase at the Town of Camp Verde Community Development Department, 473 S Main St., Suite 108. Written Comments, questions or concerns regarding the above applications may be submitted to:**

**Community Development Department  
Town of Camp Verde  
473 S. Main St. Ste. 108  
Camp Verde, AZ 86322**

**For additional information please contact Melinda Lee  
Email: [melinda.lee@campverde.az.gov](mailto:melinda.lee@campverde.az.gov)  
Phone: (928)554-0053**

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**Exhibit A - Agenda Item Submission Form – Section I**

Meeting Date: November 1, 2017

- 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):

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, DECLARING AS A PUBLIC RECORD A CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "AMENDMENTS TO THE PLANNING AND ZONING ORDINANCES AND SUBDIVISION REGULATIONS" DATED NOVEMBER 1, 2017.

List Attached Documents:

1. Resolution 2017-990.
2. Exhibits

Estimated Presentation Time: 20 minutes

Estimated Discussion Time: 10 minutes

Reviews Completed by:

Department Head: Carmen Howard

Town Attorney Comments: **Comments incorporated in Ordinance**

Finance Department N/A

*Background Information: Arizona Revised Statute (A.R.S) §9-802 permits the enactment and publication by reference of a code or public record, including statute, rule or regulation of the municipality, of lengthy amendments to municipal codes. This amendment qualifies to have the document declared a public record and the amendments to be adopted by reference only.*

Recommended Action (Motion):

A MOTION TO APPROVE (OR DENY) RESOLUTION 2017-990 OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, DECLARING AS A PUBLIC RECORD A CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "AMENDMENTS TO THE PLANNING AND ZONING ORDINANCES AND SUBDIVISION REGULATIONS" DATED NOVEMBER 1, 2017.



**RESOLUTION 2017-990**

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, DECLARING AS A PUBLIC RECORD A CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED “AMENDMENTS TO THE PLANNING AND ZONING ORDINANCES AND SUBDIVISION REGULATIONS” DATED NOVEMBER 1, 2017.**

**WHEREAS**, that certain document entitled “**AMENDMENTS TO THE PLANNING AND ZONING ORDINANCES AND SUBDIVISION REGULATIONS” DATED NOVEMBER 1, 2017**, three copies of which shall be filed in the office of the Town Clerk pursuant to this Resolution and have been ordered to remain on file with the Town Clerk;

**WHEREAS**, Arizona Revised Statute (A.R.S) §9-802 permits the enactment and publication by reference of a code or public record, including statute, rule or regulation of the municipality, in the interest of the economy, and;

**WHEREAS**, the document entitled “**AMENDMENTS TO THE PLANNING AND ZONING ORDINANCES AND SUBDIVISION REGULATIONS” DATED NOVEMBER 1, 2017**, is a lengthy ordinance to be adopted by Ordinance 2017-A428, and which would qualify for enactment by reference;

**NOW THEREFORE, THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, HEREBY DECLARE THAT THE DOCUMENT ENTITLED “AMENDMENTS TO THE PLANNING AND ZONING ORDINANCES AND SUBDIVISION REGULATIONS” DATED NOVEMBER 1, 2017”, IS HEREBY DECLARED A PUBLIC RECORD FOR THE PURPOSE OF ADOPTION BY REFERENCE PURSUANT TO ORDINANCE 2017-A428, AND ORDER THAT THREE (3) COPIES OF THE ORDINANCE BE PERMANENTLY FILED IN THE OFFICE OF THE TOWN CLERK AND AVAILABLE FOR PUBLIC INSPECTION.**

**PASSED AND ADOPTED AT A REGULAR SESSION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA ON NOVEMBER 1, 2017.**

\_\_\_\_\_  
Charles C. German, Mayor

\_\_\_\_\_  
Date

Attest:

Approved as to Form:

\_\_\_\_\_  
Judith Morgan, Town Clerk

\_\_\_\_\_  
Town Attorney

## **Exhibit A: Proposed Text Amendments to Planning & Zoning Ordinance**

order to conserve and promote the public health, safety, convenience and general welfare, by guiding and accomplishing a coordinated and harmonious town development for future growth.

The Planning and Zoning Ordinance is focused on the Town's future vision, rules for preserving or enhancing its quality of life, and the means by which these aims are accomplished.

### **General Plan Goals/Objectives**

Camp Verde's broad planning principles establish the land use policy framework for directing and preserving the Town's orderly development.

### **Zoning, Subdivision and Engineering Design and Construction Standards**

Regulatory provisions are meant to be consistent with the adopted General Plan.

### **Administration and Procedures**

An open, fair and equitable process is established herein to afford citizens full protection of rights to use and enjoy real property and opportunity to participate in the Town's land use decision-making.

## **SECTION 102 - APPLICABILITY AND EXEMPTIONS**

This Zoning Ordinance constitutes the exercise of municipal powers enacted by the State of Arizona for providing direction to the jurisdiction's planning and orderly development.

### **A. Applicability and Exemptions**

This Zoning Ordinance applies to all buildings, structures, lands and uses over which the Town of Camp Verde has jurisdiction under the constitution and law(s) of the State of Arizona and of the United States.

### **B. Nonconforming Uses and Structures**

The purpose of this section is to protect the rights of property owners who have lawfully established, and continuously maintained in a lawful manner, a use prior to the adoption of this Zoning Ordinance or prior to any amendment to this Zoning Ordinance that otherwise renders such use unlawful. A nonconforming use or structure that was recognized prior to the adoption of this Zoning Ordinance shall continue to operate under the provision of law under which the nonconforming structure or use was recognized so long as the nonconforming use or structure is not in violation of such provision of prior law and otherwise complies with law, the adoption of this Zoning Ordinance notwithstanding. Nothing in this chapter prohibits the voluntary compliance with any future ordinance, regulation, or incentive.

As herein defined, a nonconforming use is a use that was lawfully established but that no longer complies with the use regulations applicable to the zoning district in which the property is located.

#### **1. Continuation:**

The lawful use of any building, structure, [lighting](#) or land existing at the time of the effective date of this Zoning Ordinance may be continued, although such use does not conform with the current provisions hereof, subject to verification as set forth in Section 102.B.5, below, where the use or structure was lawfully established prior to and has been continued under one of the following circumstances:

the date upon which the Yavapai County Zoning Ordinance became effective, September 20, 1970, or

- a. assumption of municipal zoning authority by the Town of Camp Verde upon its incorporation; or
- b. an amendment to zoning provisions or other development regulations to which the use or structure, thereafter, does not conform [\(which for the lighting code, the date of adoption was January 28, 2004\)](#);
- c. However, no such use shall be continued that constitutes a threat to the health, safety or welfare of the public.

2. Abandonment:

In the event that the nonconforming use or structure has been discontinued for a period of one year, such use shall be deemed to have been abandoned and any subsequent use shall conform with the provisions of the Town's most current ordinances, including zoning ordinances otherwise exempted pursuant to this Section 102 B.

3. Repair or Restoration:

- a. Nothing in this Zoning Ordinance shall prevent the reasonable maintenance, repair, and continued use of a nonconforming structure or part thereof rendered necessary by wear and tear, deterioration or depreciation.
- b. Any nonconforming structure or a conforming building containing a nonconforming use that is damaged or destroyed by casualty or Act of God may be restored within a twelve month period without loss of its nonconforming status.

4. Change or Modification of Nonconforming Uses or Structures:

A nonconforming use shall not be changed to a different nonconforming use.

- a. If a change in use is from an impermissible to a permissible use, but full conformance with current standards cannot be achieved, then the change may be allowed, subject to the Board of Adjustment and Appeals finding that full compliance is not reasonably possible.
- b. A nonconforming use may not expand. Expansion is defined to include a geographic increase of the actual use, as well as an increase in volume or intensity, with the exception that a property owner may apply for a determination, pursuant to Section 102-B.5, that a minor increase may be approved based on findings that the proposed expansion will constitute an improvement to the subject property with no detriment to neighboring properties, in the following instances:
  - 1) Replacement of a nonconforming mobile home with a certified manufactured home that neither decreases the existing nonconforming setback distance nor creates any further nonconforming conditions and maintains an interior side yard setback of not less than three feet (3') to the property line; or
  - 2) Building extension or extensions of a nonconforming single-family, site-built residence that neither decreases the existing nonconforming setback distance nor creates any further nonconforming condition and maintains an interior side yard setback of not less than three feet (3') to the property line.

c. Nonconforming accessory uses, structures or appurtenant fixtures shall not be altered, reconstructed, or replaced without a valid permit issued by the Community Development Department that specifies compliance with the provisions of this Zoning Ordinance.

1) Such uses, structures or fixtures located on a development site for which a valid permit is obtained or on a parcel for which a zoning map change or Use Permit is approved, shall, likewise, be brought into compliance.

2) Owners of properties with such nonconforming accessory conditions when seeking a valid permit, zoning map change or Use Permit for which full compliance cannot reasonably be achieved may seek approval from the Board of Adjustment and Appeals upon findings and stipulations, as appropriate, to assure that partial compliance will constitute an improvement of the substandard conditions.

a) Nonconforming parking: Where automobile parking space is provided and maintained in connection with any existing main building or use at the time this Zoning Ordinance became effective and is insufficient to meet the requirements for the use with which it is associated, or where no such parking has been provided, then this building or structure may be expanded or enlarged only if automobile parking spaces are provided for an enlargement, extension or addition to the standards set forth in these regulations.

No existing parking may be counted as meeting this requirement unless it exceeds the requirements for the original building and then only the excess portion may be counted.

b) Nonconforming signs are not required to be brought into conformance with the provisions of this Zoning Ordinance when development on a site for which a zoning map change or Use Permit is obtained does not result in an increase in the number of sign structures or more than 100 percent of the sign area on the site.

c) Nonconforming outdoor lighting shall be extinguished between 12:00a.m. and sunrise by an automatic shutoff device. No nonconforming outdoor lighting fixture shall be modified or replaced, unless the fixture thereafter conforms to the provisions of this Zoning Ordinance. All non-conforming lighting (installed before January 28, 2004) are subject to the other restrictions on non-conforming uses and are allowed to remain until the earlier of January 28, 2024 or when the lighting is required to be replaced pursuant to the terms of Section 405. Outdoor Lighting. , except for identical bulb replacement of mercury vapor light fixtures (prohibited after January 1, 2005) in outdoor lighting systems installed prior to 1950.

d) Nonconforming and conforming uses and structures may be included on the same lot within limits of the District regulations for conforming uses and structures.

e) Nonconforming uses or structures are not transferable to other properties or parcels not covered by original nonconforming use or structure.

Where lots were recorded prior to the Town's incorporation with less area than required by the Zoning District, the Community Development Director may approve reduced setbacks.

**AUTOMOBILE REPAIR (LIGHT):** General repair of automobiles, light trucks, recreational vehicles, cycles, and small stationary or portable machinery entirely within enclosed buildings or attached enclosures of solid material at least six feet in height, but excluding the following:

- Any fabrication by means of welding, cutting, heating, bending, molding, forging, grinding, milling or machining. (Such operations are permissible as an adjunct to repair only);
- Vehicle frame repair or major body or fender work;
- Any work on vehicles outside permitted structures or enclosures, unless on the service apron of a gasoline service station;
- Any unscreened outside storage of parts, materials, or disabled vehicles;
- Any draining or dumping of oil, fuel, grease, cleaning fluids or hazardous materials on the pavement, gravel, ground, drainage system or in any other unauthorized place or method;
- Any hours of operation between ten p.m. and six am. Within 300 feet of any parcel zoned or used for residential purposes;
- Any use or structure failing to comply with applicable local and state fire safety standards.

**AUTOMOBILE & MACHINERY SALES:** General sales of new and used automobiles, light trucks, recreational vehicles, travel trailers, mobile homes, boats, boat trailers, utility trailers, motorcycles, ATV's, bicycles and small stationary or portable machinery within enclosed buildings. Outside display of such vehicles or similar merchandise shall be permitted only as specified in Section 309 Automobile & Machinery Sales.

**AUTOMOBILE SERVICE STATION:** That portion of a building where flammable or combustible liquids or gases used as motor fuels are stored and dispensed from fixed equipment into the fuel tanks of motor vehicles.

**AUTOMOBILE STORAGE YARD:** Includes storage of automobiles incident to a lawful towing business (but does not include automobile salvage or wrecking). The temporary storage of junked motor vehicles, if completely enclosed by a screen wall, is considered accessory to this use. Temporary storage in this context means storage for not longer than ninety (90) days.

**AWNING:** A roof-like cover that projects from the wall of a building for the purpose of shielding a doorway or window from the elements.

**BASEMENT:** A floor level below the main story of a building, wholly or partly below ground level, which may be used for habitation, household equipment or storage in compliance with the currently adopted building codes.

**BED AND BREAKFAST:** An overnight rooming or boarding house with breakfast where the host lives on the premises. Bed and Breakfast establishments are limited to five (5) bedrooms and must comply with parking requirements under Section 403.

**BEDROOM:** A private room planned and intended for sleeping, separated from other rooms by a door, and accessible to a bathroom.

**BLOCK:** That property fronting on one side of a street and so bounded by other streets, canals, railroad right-of-way, un-subdivided acreage or other barriers (except alleys) of sufficient magnitude as to interrupt the continuity of development on both sides thereof.

**BOARDER OR ROOMER:** An individual other than a member of the family occupying the dwelling unit or part thereof who, for a consideration, is furnished sleeping accommodations and may be furnished meals or other services as part of the consideration.

**BOARDING HOUSE:** See "ROOMING OR BOARDING HOUSE".

**RESTAURANT:** An establishment (other than a boarding house) where the public may procure meals, which are prepared therein.

**REST HOME:** See "LONG TERM CARE FACILITY".

**REVOCABLE:** Able to be voided or annulled by recalling, withdrawing, or reversing

**RIGHT-OF-WAY:** A strip of land acquired by reservation, dedication, forced dedication, condemnation or prescription and intended to provide space for the installation and maintenance of a road, sidewalk, trail, railroad, utilities, or other similar uses.

**ROOMING OR BOARDING HOUSE:** A dwelling, otherwise permitted in the District in which it is situated, containing no more than 5 guest rooms and in which food may or may not be served to the occupants thereof. Any dwelling in which more than 5 rooms are occupied as guestrooms shall be deemed to be a hotel.

**SALES STAND:** A booth or stall for the vending of products, established by Temporary Use Permit (Section 601.d), and consistent with the regulations of the district in which it is located.

**SCHOOL:** A place of general instruction having accredited instruction acceptable to the educational authorities within the school district of the jurisdiction.

**-NURSERY:** An establishment enrolling more than four preschool children and where tuition, fees, or other forms of compensation for the care and instruction of the children is charged, and which is licensed or approved to operate by the State.

**SCREENING:** A method of visually shielding or obscuring one abutting or nearby structure or use from another by fencing, walls, berms, or densely planted vegetation.

**SETBACK:** The distance between the street right-of-way line or a property line and the front, rear or side line of a building or any projection thereof; and which extends across the full width or depth of a lot, and in which no building or structure shall be constructed, except as provided in this Zoning Ordinance; also see "YARD".

**SITE PLAN:** The plan for development of one or more lots showing the existing and proposed conditions of the lot including but not limited to: topography, vegetation, drainage, floodplains, waterways, utility services, landscaping, structures and signs, lighting and screening devices; and any other information that may be required in order for the approving authority to make an informed decision.

**SLEEPING ROOM:** A room used for sleeping, other than a guestroom, in which no cooking facilities are provided.

**SHIPPING CONTAINER:** A standardized metal storage container designed and built for intermodal freight transport used to store and transport materials and products using different modes of transport. Also known as cargo container, freight container, ISO container, shipping, sea or ocean container or Conex box.

**SPOT ZONING:** Rezoning a lot or parcel of land to benefit the owner for a use that is incompatible with surrounding uses and does not conform with the adopted General Plan.

**STIPULATIONS:** Conditions under which a property or use are required to comply established by the Town as a qualification for approval.

**STORAGE FACILITY** [Any multi-unit facility designated or used for the purpose of providing individual compartmentalized and controlled access stalls or lockers for the storage of customers' goods and wares](#)

**STORY:** That portion of a building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling or roof above. If the finished floor level directly above a usable or unused under-floor space is more than 6 feet (1829 mm) above grade, as defined herein, for more than 50 percent

**-COMMERCIAL:** Activity carried out for pecuniary gain.

**-MANUFACTURING:** The act of transforming materials or substances into new products, either by mechanical or chemical means, including the assembling of component parts; or establishments engaged in the manufacturing of products by assembling of component parts or blending of materials.

**-NONCONFORMING:** A use or activity which was lawful prior to the adoption, revision or amendment of a zoning or other applicable ordinance, but which fails, by reason of such adoption, revision or amendment, to conform

to the present requirements of a zoning or other applicable ordinance. A use operated in an otherwise lawful manner that does not conform to the provisions of the District in which located.

**-PERMITTED:** A use that is allowed in a Zoning District by reason of being listed among the "Permitted Uses" in the District, and is subject to restrictions applicable to the District.

**PRINCIPAL OR PRIMARY** The primary or predominant use of any lot or parcel.

**-PRIVATE:** A use restricted to the occupants of a lot or building together with their guests.

**-PROFESSIONAL:** The rendering of services of a professional nature by: members of the professions licensed by competent authority; teachers in a school of general instruction; artists practicing the fine arts; consultants recognized by organizations of licensed professionals.

**-PUBLIC:** A use (or building) located on public land to serve public benefits (but not necessarily available for unrestricted public access).

**-RESIDENTIAL:** Shall be deemed to include single, duplex and multiple dwelling units, guest rooms, mobile/manufactured home parks, rooming and boarding houses, fraternity and sorority houses, convents, home for the aged and similar living accommodations.

**-SALES SERVICES:** A use intended for the sale of services (such as insurance or real estate) provided by professionals (not to include retail sales).

**-TEMPORARY:** A use established for a fixed period of time with the intent to discontinue such use upon expiration of the time period.

**VARIANCE:** A deviation from the literal requirements of a zoning district; requests for variances shall be in accord with Arizona Revised Statutes §9-462.06.G-2 as may be amended, and with Part Six, Section 602 of this Zoning Ordinance.

**VEHICLE:** The result of arranging materials and parts together for conveyance over roads (whether or not self-propelled). Such is not deemed a structure in qualifying for a building permit, but as being accessory to the principal use on a lot (except in connection with vehicular rental sales agencies and mobile/manufactured home parks).

**VEHICLE, MOTOR:** A self-propelled device used for transportation of people or goods over land surfaces and licensed as a motor vehicle.

**VETERINARY SERVICES:** Establishments of licensed veterinary practitioners primarily engaged in the practice of veterinary medicine, dentistry, or surgery for animals; and establishments primarily engaged in providing testing services for licensed veterinary practitioners.

**YARD:** An open space, other than a court, unobstructed from the ground to the sky, except where specifically provided by this Zoning Ordinance, on the lot on which a building is situated.

**-FRONT:** A yard abutting the front lot line as defined herein.

**-JUNK, SALVAGE:** Any area, lot, land, parcel, building or structure or part thereof used for the storage, collection, processing, purchase, sale or abandonment of wastepaper, rags, scrap metal or other scrap or discarded goods, materials, machinery ~~or three or more unregistered, inoperable motor vehicles including automobile salvage, recycling facilities~~ or other type of junk.

**-REAR:** A yard abutting the rear lot line or rear alley.

**-REQUIRED:** The open space between a lot line and the buildable area within which no structure shall be located except as provided in this Zoning Ordinance; also see “*SETBACK*”.

**-SIDE:** A yard abutting a side street (exterior side yard) or a common side boundary (interior side yard) lying between required front and rear yards.

**-WRECKING:** An open-land area used for dismantling or demolition of motor , machinery, equipment or similar and usually storage thereof.

**ZONE/ZONING DISTRICT:** A specifically delineated area or district within which regulations and requirements uniformly govern the land use, placement, spacing and size of land and buildings, and in which the same zoning regulations apply throughout.

**ZONING:** The dividing of a municipality into districts and the establishment of regulations governing the use, placement, spacing and size of land and buildings.

**ZONING ADMINISTRATOR:** The official responsible for enforcement of the Zoning Ordinance; also see “COMMUNITY DEVELOPMENT DIRECTOR”.

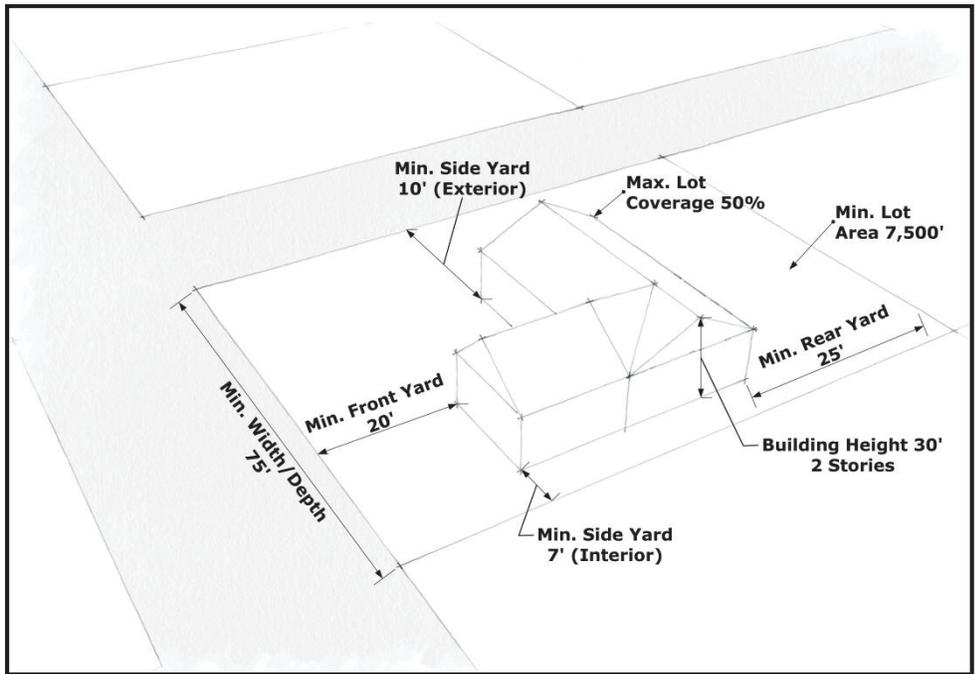
**ZONING MAP:** The map of all zoning districts that is on file with the Town of Camp Verde, Clerk, and the Community Development Department.

**ZONING REGULATIONS/ZONING ORDINANCE:** The Planning and Zoning Ordinance of the Town of Camp Verde, Arizona.

**Table 2-1: R1L Dimensional Standards**

Zoning District	"R1L"
Minimum Lot Area (sq.ft.)	7,500'
Minimum Width OR Depth (feet)	75'
Maximum Bldg Ht (stories)	2
Maximum Bldg Ht (feet)	30'
Maximum Lot Coverage (%)	50%
Minimum Between Buildings (feet)	10'
Minimum Front Yard (feet)	20'
Minimum Rear Yard (feet)	25'
Minimum Side Yard Interior (feet)	7'
Minimum Side Yard Exterior (feet)	10'

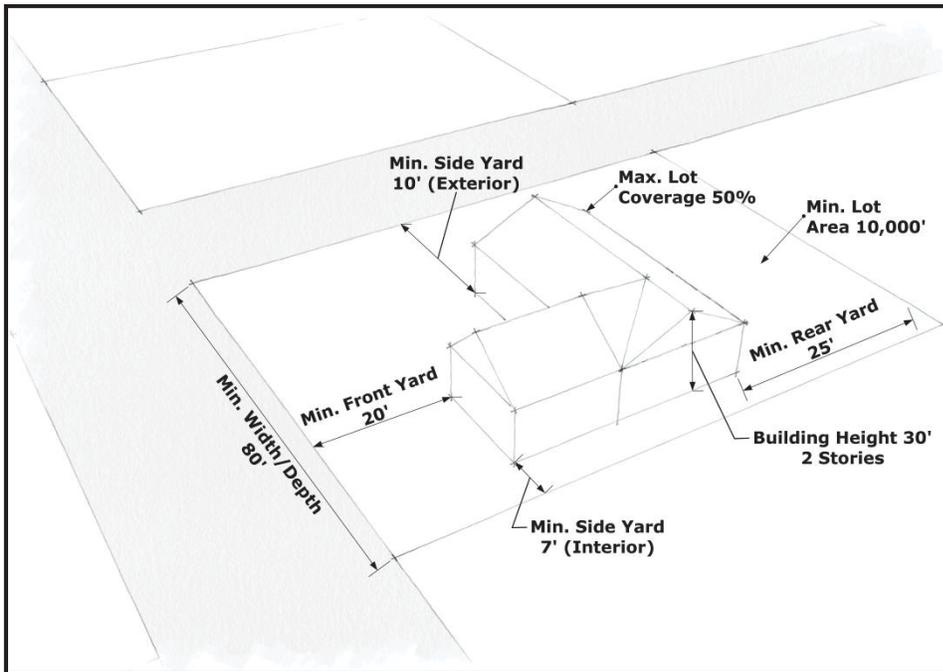
**Figure 2-1: R1L Dimensional Standards**



**Table 2-2: R1 Dimensional Standards**

Zoning District	"R1"
Minimum Lot Area (sq.ft.)	10,000'(or as determined by suffix)
Minimum Width OR Depth (feet)	80' (or as determined by suffix)
Maximum Bldg Ht (stories)	2
Maximum Bldg Ht (feet)	30'
Maximum Lot Coverage (%)	50%
<del>Minimum Between Buildings (feet)</del>	<del>10'</del>
Minimum Front Yard (feet)	20'
Minimum Rear Yard (feet)	25'
Minimum Side Yard Interior (feet)	7'
Minimum Side Yard Exterior (feet)	10'

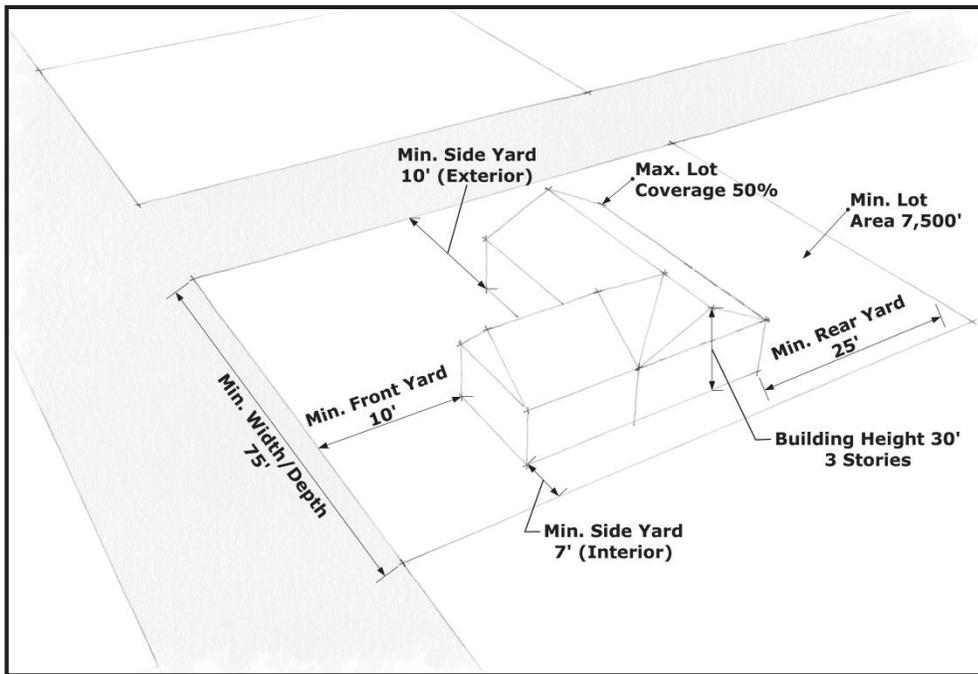
**Figure 2-2: R1 Dimensional Standards**



**Table 2-3: R2 Dimensional Standards**

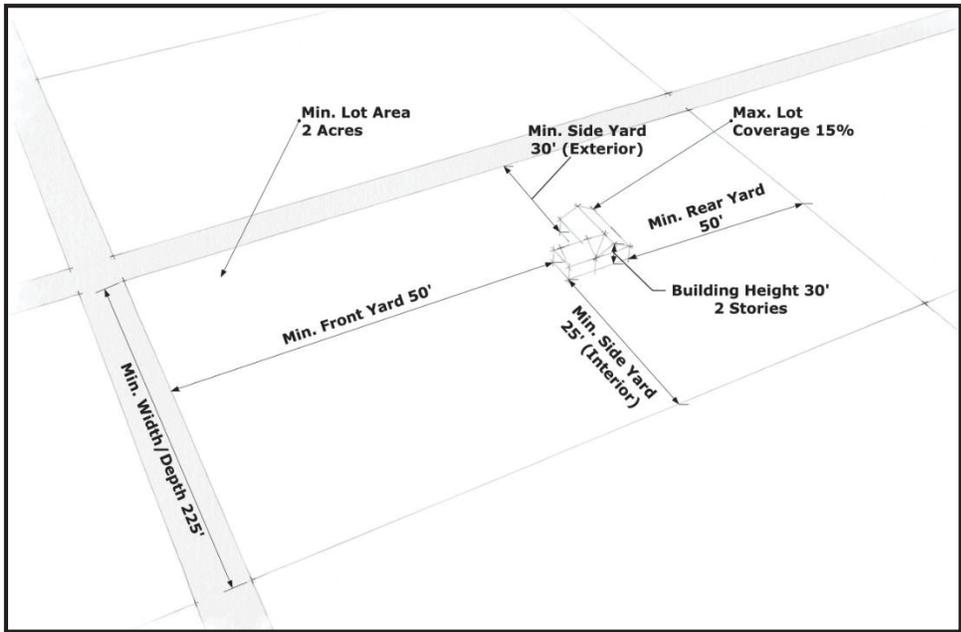
Zoning District	"R2"
Minimum Lot Area (sq.ft.)	7,500'
Minimum Width OR Depth (feet)	75'
Maximum Bldg Ht (stories)	3
Maximum Bldg Ht (feet)	30'
Maximum Lot Coverage (%)	50%
Minimum Between Buildings (feet)	10'
Minimum Front Yard (feet)	10'
Minimum Rear Yard (feet)	25'
Minimum Side Yard Interior (feet)	7'
Minimum Side Yard Exterior (feet)	10'

**Figure 2-3: R2 Dimensional Standards**



<b>Table 2-4: R-R Dimensional Standards</b>	<b>"R-R"</b>
Minimum Lot Area (sq.ft.)	87,120' (2 acres)
Minimum Width OR Depth (feet)	225'
Maximum Bldg Ht (stories)	2
Maximum Bldg Ht (feet)	30'
Maximum Lot Coverage (%)	15%
Minimum Between Buildings (feet)	10'
Minimum Front Yard (feet)	50'
Minimum Rear Yard (feet)	50'
Minimum Side Yard Interior (feet)	25'
Minimum Side Yard Exterior (feet)	30'

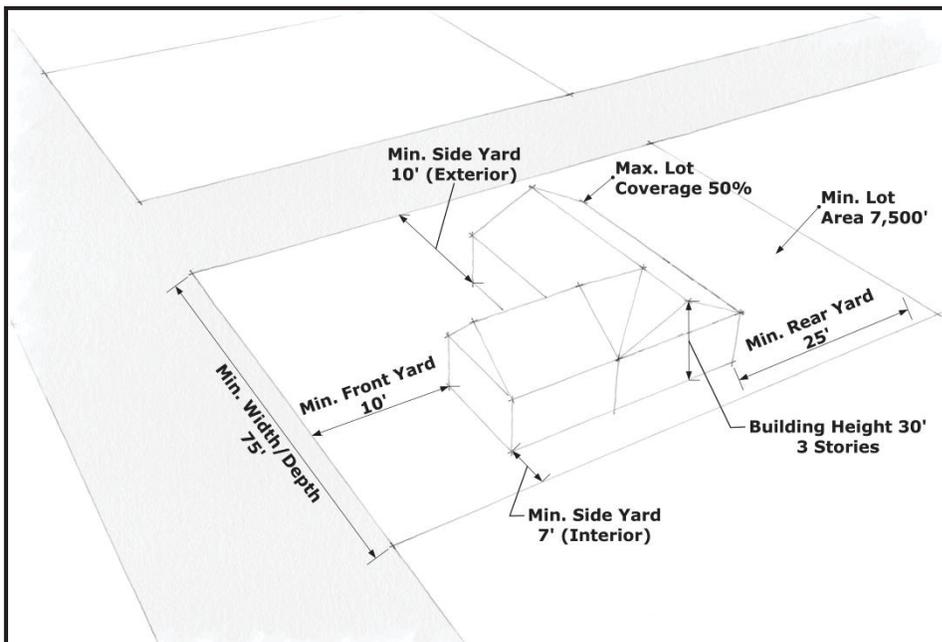
**Table 2-4: R-R Dimensional Standards**



**Table 2-5: RS Dimensional Standards**

Zoning District	"RS"
Minimum Lot Area (sq.ft.)	7,500'
Minimum Width OR Depth (feet)	75'
Maximum Bldg Ht (stories)	3
Maximum Bldg Ht (feet)	30'
Maximum Lot Coverage (%)	50%
Minimum Between Buildings (feet)	10'
Minimum Front Yard (feet)	10'
Minimum Rear Yard (feet)	25'
Minimum Side Yard Interior (feet)	7'
Minimum Side Yard Exterior (feet)	10'

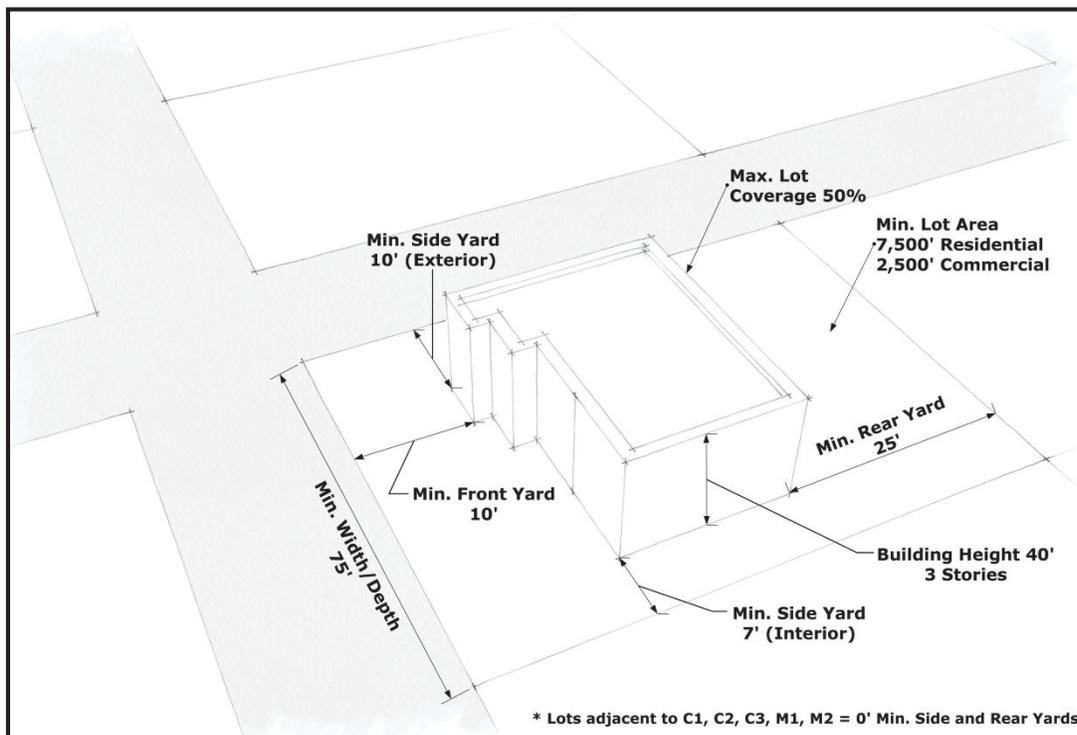
**Figure 2-5: RS Dimensional Standards**



**Table 2-6: C1 Dimensional Standards**

Zoning District	"C1"
Minimum Lot Area (sq.ft.)	7,500' Res., 2,500' Com.
Minimum Width OR Depth (feet)	75'
Maximum Bldg Ht (stories)	3
Maximum Bldg Ht (feet)	40'
Maximum Lot Coverage (%)	50%
Minimum Between Buildings (feet)	10'
Minimum Front Yard (feet)	10'
Minimum Rear Yard (feet)	0' (25' adjacent to residential zone)
Minimum Side Yard Interior (feet)	0' (7' adjacent to residential zone)
Minimum Side Yard Exterior (feet)	10'

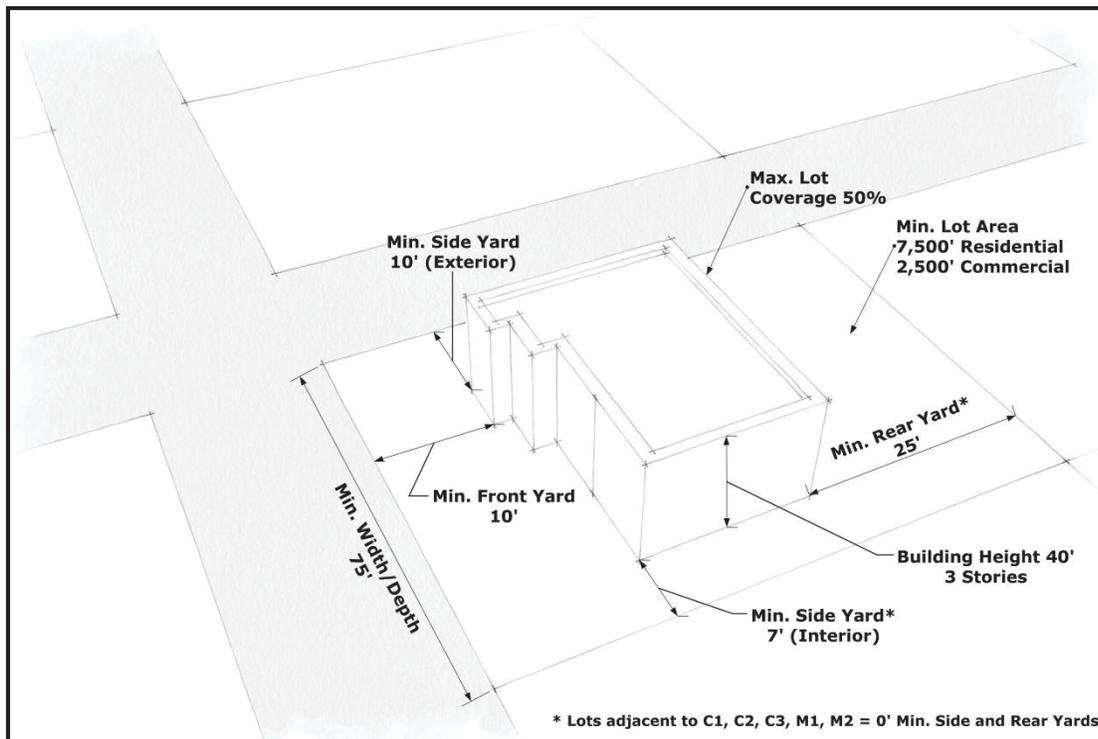
**Figure 2-6: C1 Dimensional Standards**



**Table 2-7: C2 Dimensional Standards**

Zoning District	"C2"
Minimum Lot Area (sq.ft.)	7,500' Res., 2,500' Com.
Minimum Width OR Depth (feet)	75'
Maximum Bldg Ht (stories)	3
Maximum Bldg Ht (feet)	40'
Maximum Lot Coverage (%)	50%
Minimum Between Buildings (feet)	10'
Minimum Front Yard (feet)	10'
Minimum Rear Yard (feet)	0' (25' adjacent to residential zones)
Minimum Side Yard Interior (feet)	0' (7' adjacent to residential zones)
Minimum Side Yard Exterior (feet)	10'

**Figure 2-7: C2 Dimensional Standards**



## H. C3 DISTRICT (Commercial: heavy commercial)

1. Purpose:

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

2. Permitted Uses and Structures:

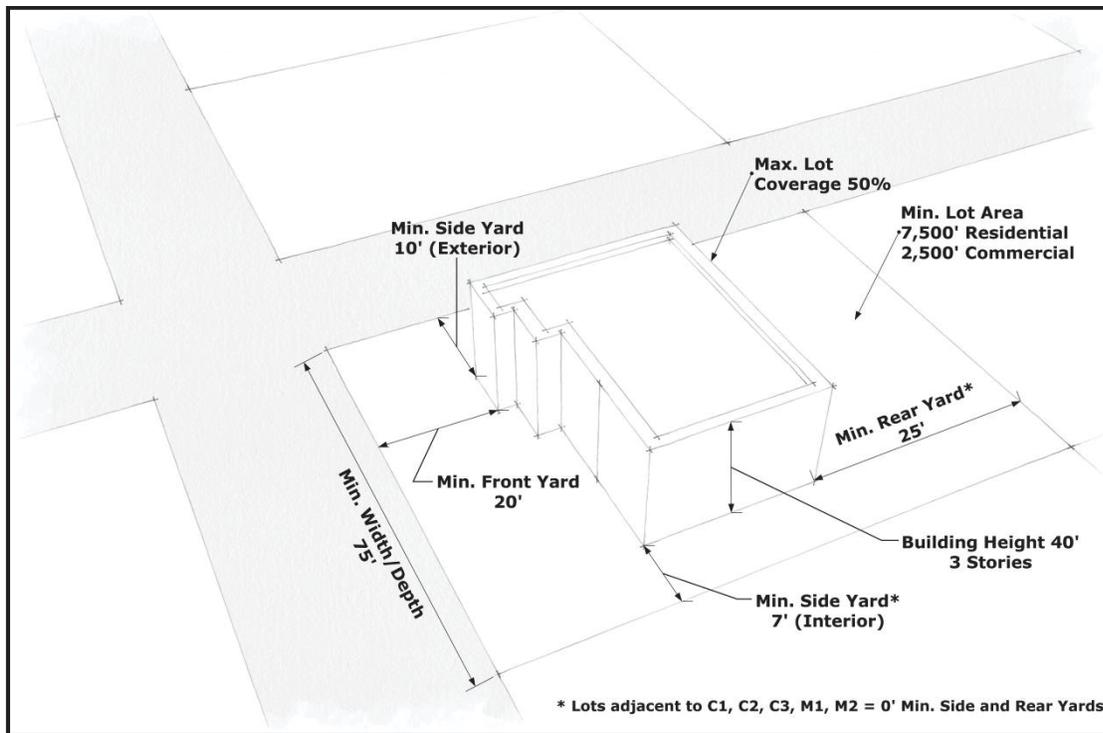
- a. Agriculture and cultivation.
- b. Antique Sales.
- c. Assembly, construction and processing plants.
- d. Automobile & machinery sales. (See Section 309 for outside display requirements.)
- e. Automobile repair (heavy) (2015-A407)
- f. Automobile repair (light).
- g. Automotive service stations.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

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

**Table 2-8: C3 Dimensional Standards**

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

**Figure 2-8: C3 Dimensional Standards**



## I. PM DISTRICT (Performance industrial)

### 1. Purpose:

The PM District is intended to promote the development and operation of certain uses (such as, but not limited to, laboratories, light manufacturing and assembly) in a limited manner to foster residential compatibility in the vicinity of such industries. Restrictions on type of structures and uses, control on height and density, prohibitions against open land uses, mitigation of such nuisances as fumes, odors, noise, glare and vibration, prohibition of general retail sales and service or other uses that cater to the general public, as well as landscaping requirements, are established to protect the use and enjoyment of nearby dwelling units; however, prohibition of residential uses in the District, itself, is intended to reserve the PM zoned land for industrial development.

### 2. Permitted Uses and Structures: Provided such shall meet the intent and purpose of the District.

- a. Agriculture and cultivation.
- b. Assembly, construction and processing plants.
- c. Automobile repair (heavy) (2015-A407)
- ~~d.~~ d. Automobile repair (light).
- ~~e.~~ e. [Automobile Storage Yard](#)
- ~~f.~~ f. Body and fender shops including a paint booth within closed building.
- ~~g.~~ g. Bottling plants confined to closed building.
- ~~h.~~ h. Caretaker Living Quarters (Manufactured, Modular or Site Built.) Mobile Homes Prohibited See Part 3 Section 306 B.2.c
- ~~i.~~ i. Cemeteries for human or animal internment (See Section 308).
- ~~j.~~ j. Cleaning and dyeing plants within closed building.
- ~~k.~~ k. Commercial parking facilities.
- ~~l.~~ l. Community parks, playgrounds or centers.
- ~~m.~~ m. Custom service and craft shops.
- ~~n.~~ n. Custom tire recapping.
- ~~o.~~ o. Flood control facilities.
- ~~p.~~ p. Frozen food lockers.
- o. Historical Landmarks.
- p. In-plant restaurants as an accessory use, and including roof or landscaped patio dining facilities.
- q. Keeping of farm animals, limited (See Section 305).
- r. Lumber yards (prohibiting sawmill operations).
- s. Mortuary
- ~~p.~~ p. Motion picture productions, radio and television studios.
- ~~q.~~ q. Other accessory uses commonly associated with primary permitted use. (See Section 301 C.)
- ~~r.~~ r. Religious institutions (in permanent buildings).

t. Storage Facility

~~s.u.~~ Warehouses.

~~t.v.~~ Water distillation and bottling for retail sales only.

3. Uses and Structures Subject to Use Permit

a. Government facilities and facilities required for the provision of utilities and public services.

b. Transmitter stations and towers for automatic transmitting.

c. Temporary Use Permits, subject to administrative approval (See Section 601.C):

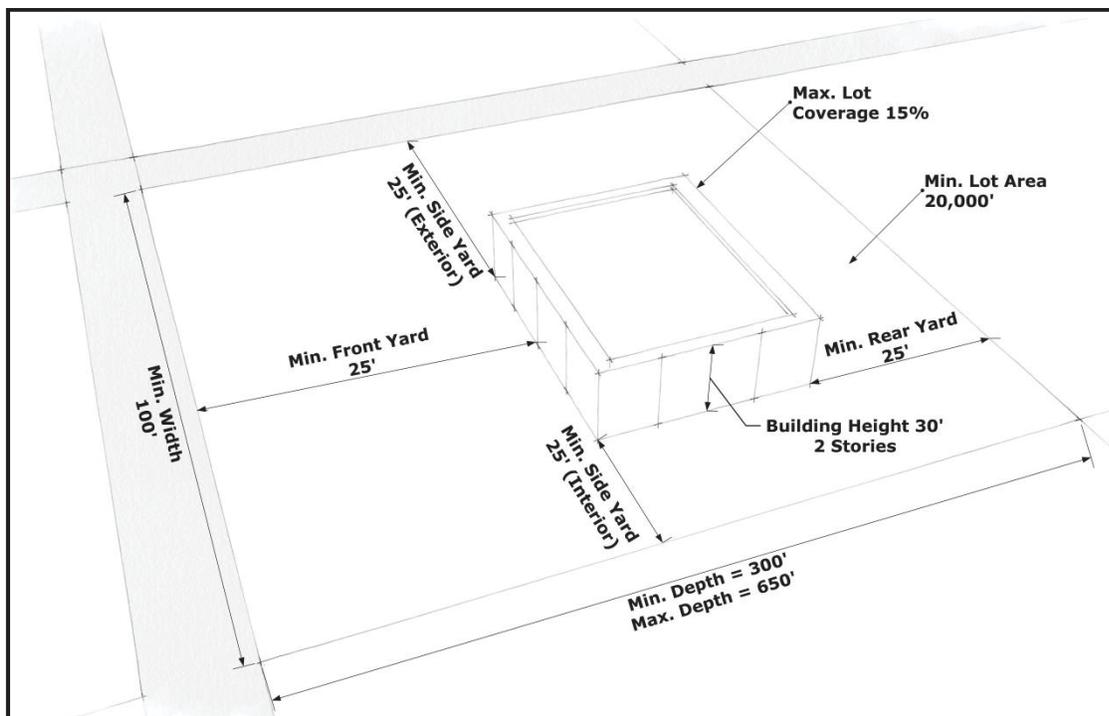
1) Occupancy of temporary housing, including travel trailers, during the construction of a permanent dwelling is allowed during the 12-month period after issuance of a building permit.

2) Model homes, temporary offices (construction and pre-construction sales offices/showrooms), construction sheds and yards incidental to a recorded residential development or other construction project (subject to District setbacks) for a period not to exceed 12 months.

**Table 2-9: PM Dimensional Standards**

Zoning District	"PM"
Minimum Lot Area (sq.ft.)	20,000
Minimum Area/Dwelling (sq.ft.)	1 Caretaker d.u. only
Minimum Width OR Depth (feet)	100' Wide, 300' Deep, Max 650' Deep
Maximum Bldg Ht (stories)	2
Maximum Bldg Ht (feet)	30'
Maximum Lot Coverage (%)	15%
Minimum Between Buildings (feet)	10'
Minimum Front Yard (feet)	25'
Minimum Rear Yard (feet)	25'
Minimum Side Yard Interior (feet)	25'
Minimum Side Yard Exterior (feet)	25'

**Figure 2-9: PM Dimensional Standards**



## J. M1 DISTRICT (Industrial: General)

### 1. Purpose:

The M1 District is intended to provide the type of industrial facilities that, while not necessarily attractive in operational appearances, are installed and operated in a manner so as not to cause inconvenience or substantial detriment to other uses in the District (or to adjacent Districts).

### 2. Permitted Uses and Structures:

- a. Adult oriented businesses as defined in A.R.S. § 11-821H as may be amended, provided that no such adult oriented business shall operate in violation of A.R.S. § 13-1422 as may be amended or other applicable law nor be within 500 feet of schools, a church or an existing adult oriented business.
- b. Agriculture and cultivation.
- c. Assembly, construction and processing plants.
- d. Automobile repair (heavy) (2015-A407)
- e. Automobile repair (light).
- e.f. [Automobile Storage Yard](#)
- f.g. Body and fender shops including a paint booth within closed building.
- g.h. Bottling plants confined to closed building.
- h.i. Caretaker Living Quarters. (Manufactured, Modular or Site Built.) Mobile Homes Prohibited See Part 3 Section 306 B.2.c
- i.j. Cemeteries for human or animal internment (See Section 308).
- j.k. Cleaning and dyeing plants within closed building.
- k.l. Commercial parking facilities.
- l.m. Community parks, playgrounds or centers.
- m.n. Custom service and craft shops.
- n.o. Custom tire recapping.
- o.p. Dispensing of gasoline and similar petroleum products from exposed storage tanks (subject to requirements of Underwriters Laboratories Inc. or similar), provided no such tank shall be located closer than 25 feet to the lot boundaries.
- p.q. Flood control facilities.
- q.r. Frozen food lockers.
- r.s. Historical Landmarks.
- s.t. In-plant restaurants as an accessory use, and including roof or landscaped patio dining facilities.
- t.u. Keeping of farm animals, limited (See Section 305).
- u.v. Lumber yards (prohibiting sawmill operations).

~~v-w.~~ Medical Marijuana Dispensary Off-Site Cultivation Location/Facility.(see Part 3 Section 304)  
(Definition: See Part 1 Section 103)

~~w-x.~~ Mortuary

~~x-y.~~ Motion picture productions, radio and television studios.

~~y-z.~~ Other accessory uses commonly associated with primary permitted use. (See Section 301 C.)

~~z-aa.~~ Religious institutions (in permanent buildings).

~~bb.~~ Retail sales.

~~aa-cc.~~ [Storage Facility](#)

~~bb-dd.~~ Warehouses

~~cc-ee.~~ Water distillation and bottling for retail sales only.

~~dd-ff.~~ Microbreweries or Wineries for the manufacture and processing of beer or wine respectfully  
for wholesale distribution.

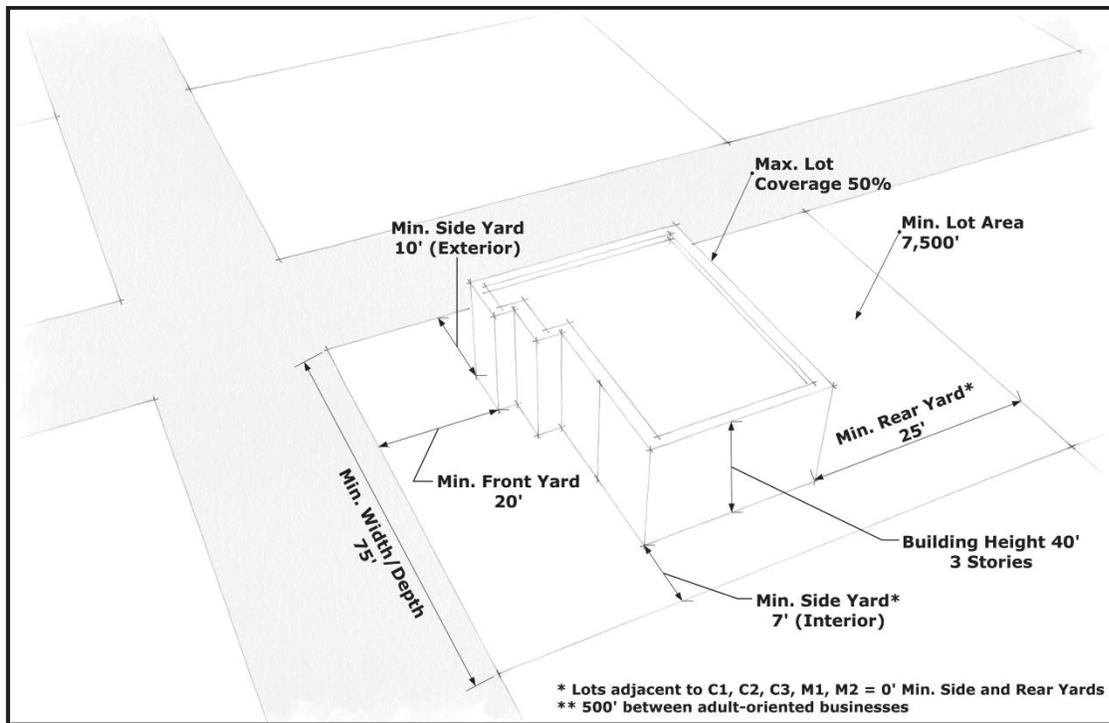
### 3. Uses and Structures Subject to Use Permit

- a. Government facilities and facilities required for the provision of utilities and public services.
- b. Transmitter stations and towers for automatic transmitting.
- c. Temporary Use Permits, subject to administrative approval (See Section 601.C):
  - 1) Occupancy of temporary housing, including travel trailers, during the construction of a permanent dwelling is allowed during the 12-month period after issuance of a building permit.
  - 2) Model homes, temporary offices (construction and pre-construction sales offices/showrooms), construction sheds and yards incidental to a recorded residential development or other construction project (subject to District setbacks) for a period not to exceed 12 months.

**Table 2-10: M1 Dimensional Standards**

Zoning District	"M1"
Minimum Lot Area (sq.ft.)	7,500'
Minimum Area/Dwelling (sq.ft.)	1 Caretaker d.u. only
Minimum Width OR Depth (feet)	75'
Maximum Bldg Ht (stories)	3
Maximum Bldg Ht (feet)	40'
Maximum Lot Coverage (%)	50%
Minimum Between Buildings (feet)	10'
Minimum Front Yard (feet)	20'
Minimum Rear Yard (feet)	0' (25' adjacent to residential zones)
Minimum Side Yard Interior (feet)	0' (7' adjacent to residential zones)
Minimum Side Yard Exterior (feet)	10'

**Figure 2-10: M1 Dimensional Standards**



## K. M2 DISTRICT (Industrial: Heavy)

### 1. Purpose:

The M2 Districts accommodate areas of concentrated fabrication, manufacturing, and industrial uses that are suitable based upon adjacent land uses, access to transportation, and the availability of public services and facilities. It is the intent of these districts to provide an environment for industries that is unencumbered by nearby residential or commercial development.

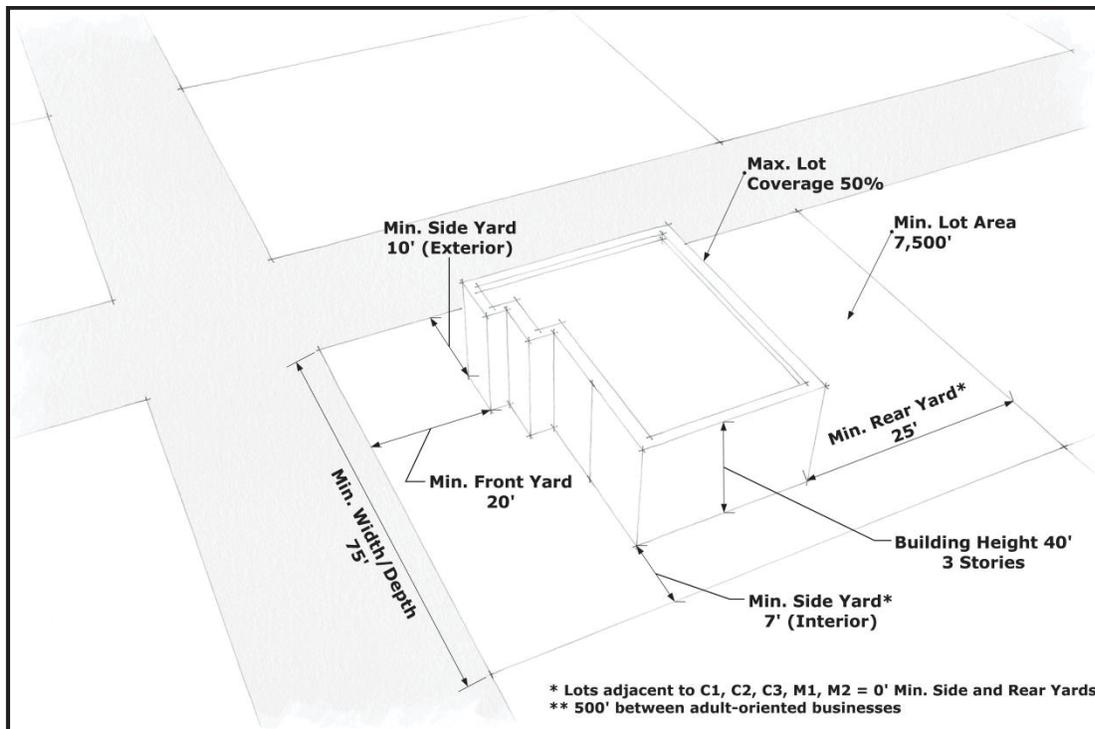
### 2. Permitted Uses and Structures:

- a. Adult oriented businesses as defined in A.R.S. § 11-821H as may be amended, provided that no such adult oriented business shall operate in violation of A.R.S. § 13-1422 as may be amended or other applicable law nor be within 500 feet of schools, a church or an existing adult oriented business.
- b. Agriculture and cultivation.
- c. Assembly, construction and processing plants.
- d. Automobile repair (heavy) (2015-A407)
- e. Automobile repair (light).
- e.f. [Automobile Storage Yard](#)
- f.g. Body and fender shops including a paint booth within closed building.
- g.h. Bottling plants confined to closed building.
- h.i. Caretaker Living Quarters. (Manufactured, Modular or Site Built.) Mobile Homes Prohibited See Part 3 Section 306 B.2.c
- i.j. Cemeteries for human or animal internment (See Section 308).
- j.k. Cleaning and dyeing plants within closed building.
- k.l. Commercial parking facilities.
- l.m. Community parks, playgrounds or centers.
- m.n. Custom service and craft shops.
- n.o. Custom tire recapping.
- o.p. Dispensing of gasoline and similar petroleum products from exposed storage tanks (subject to requirements of Underwriters Laboratories Inc. or similar), provided no such tank shall be located closer than 25 feet to the lot boundaries.
- p.q. Flood control facilities.
- q.r. Frozen food lockers.
- r.s. Historical Landmarks.
- s.t. In-plant restaurants as an accessory use, and including roof or landscaped patio dining facilities.
- t.u. Keeping of farm animals, limited (See Section 305).
- u.v. Lumber yards (prohibiting sawmill operations).
- v.w. Medical Marijuana Dispensary Off-Site Cultivation Location/Facility.(see Part 3 Section 304) (Definition: See Part 1 Section 103)

**Table 2-11: M2 Dimensional Standards**

Zoning District	"M2"
Minimum Lot Area (sq.ft.)	7,500'
Minimum Area/Dwelling (sq.ft.)	1 Caretaker d.u. only
Minimum Width OR Depth (feet)	75'
Maximum Bldg Ht (stories)	3
Maximum Bldg Ht (feet)	40'
Maximum Lot Coverage (%)	50%
Minimum Between Buildings (feet)	10'
Minimum Front Yard (feet)	20'
Minimum Rear Yard (feet)	0' (25' adjacent to residential zones)
Minimum Side Yard Interior (feet)	0' (7' adjacent to residential zones)
Minimum Side Yard Exterior (feet)	10'

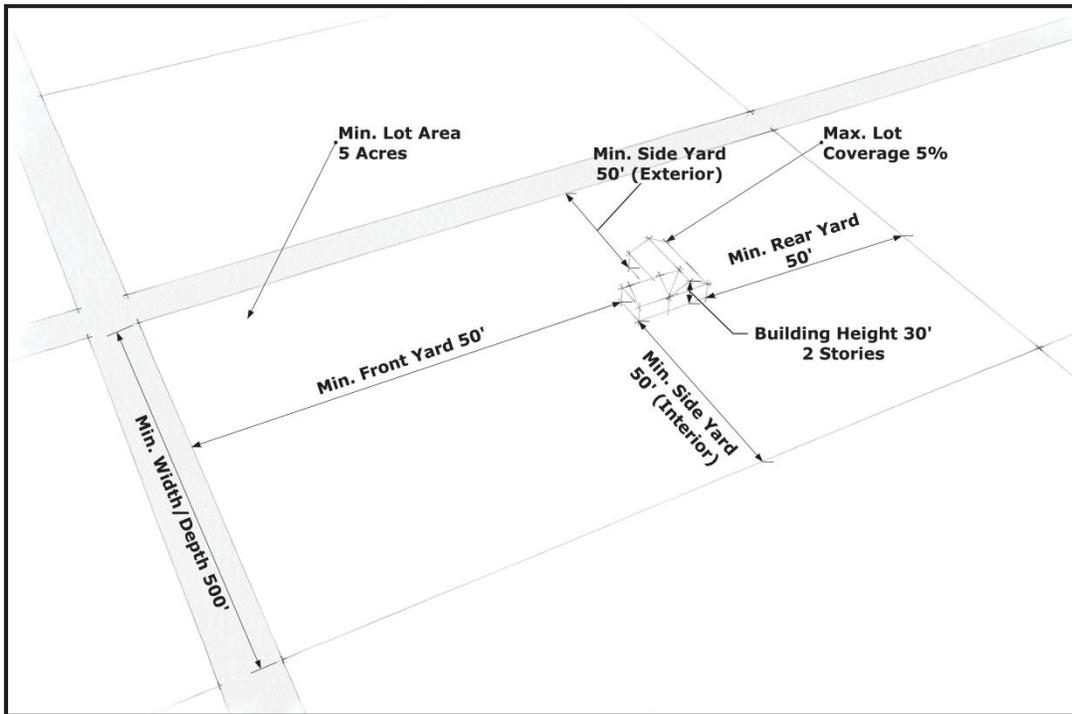
**Figure 2-11: M2 Dimensional Standards**



**Table 2-14: AG Dimensional Standards**

Zoning District	"AG"
Minimum Lot Area (sq.ft.)	217,800' (5 acres)
Minimum Width OR Depth (feet)	500'
Maximum Bldg Ht (stories)	2
Maximum Bldg Ht (feet)	30'
Maximum Lot Coverage (%)	5%
Minimum Between Buildings (feet)	10'
Minimum Front Yard (feet)	50'
Minimum Rear Yard (feet)	50'
Minimum Side Yard Interior (feet)	50'
Minimum Side Yard Exterior (feet)	50'

**Figure 2-14: AG Dimensional Standards**



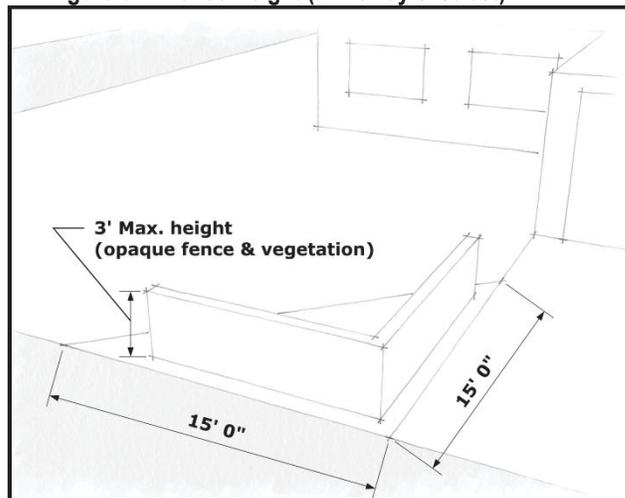
- t. Essential public utility buildings and facilities
  - u. Towers, antennae and wireless telecommunications facilities that comply with the requirements of this Chapter.
  - v. Caretaker Living Quarters. (Manufactured, Modular or Site Built.) Mobile Homes Prohibited See Part 3 Section 306 B.2.c
3. Notwithstanding the foregoing, in the event a Planned Area Development (PAD) District is established per Section 203, the uses listed in this Subsection may be included in any ~~Preliminary and Final~~ Development Plans thereunder and approved without being subject to a Use Permit application and hearing procedures set forth in Section 601.

- d) Except that none of these provisions for detached accessory buildings shall prohibit their construction in a location farther than 75 feet from any lot boundary.
- 4) Swimming pool setbacks from any lot boundary shall be no less than ~~ten-five (5)~~ feet for any outdoor private pool and twenty-five feet for any outdoor public pool.

**B. Height Limits:**

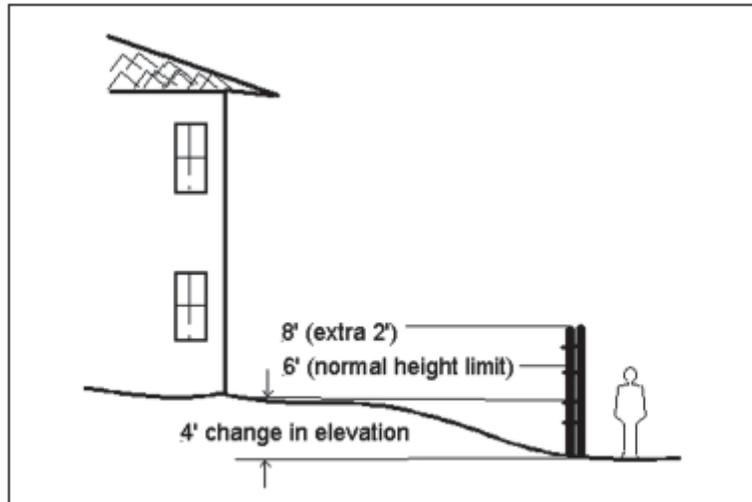
1. **Exceptions to Height Limits:** The district height limitations for buildings are not applicable to spires, cupolas, chimneys, flues, vents, poles, beacons or towers; nor to any bulkhead, elevator, tank (or similar) extending above a room when same occupies no more than 25 percent of such roof area. Any such structure must be so located on a lot that its length (in case of collapse) would be contained within the bounds of the lot unless based on safety engineering data that demonstrates the proposed structure would satisfy this requirement.
2. **Fences and Free Standing Walls:**
  - a. The maximum height of a fence or freestanding wall is determined by measuring from the finished grade at the base of the fence or wall.
  - b. Fences and freestanding walls within the required yards or setbacks shall maintain the following maximum heights:
    - 1) Fences or free standing walls, not to exceed a height of four (4) feet in any required front yard, and not to exceed six (6) feet elsewhere on residentially zoned lots.
    - 2) Three feet within the triangular area formed by measuring 15 feet along the boundary of roadways and drives from their intersection. This three-foot limit includes hedges and other plantings but may include open fencing above three feet to otherwise permitted height.

**Figure 3-1: Fence Height (Driveway & Street)**



- 2)3) The following exceptions apply to subsection 1), above:
  - A fence or freestanding wall may be erected or altered up to a height of eight feet where the ground-floor elevation of the principal dwelling on an abutting lot is at least four feet higher than the elevation at the abutting lot line (see Figure 3-1).

Figure 3- 2: Fence Height Exception



*Additional height where home on adjacent lot is 4 feet higher.*

3)4) On commercial and industrial zoned lots: eight feet.

4)5) Where a fence or wall is required as a screening or other protection for residentially-zoned lots, it shall comply with the height limits for fences on residentially-zoned lots.

### 3. Buildings:

- a. No portion of any building exceeding four feet in height shall occupy the triangular area formed by measuring back 10 feet along the right-of-way lines from the intersection of two streets.

## C. Accessory Uses and Structures

1. Accessory Uses and Structures are allowed prior to installation of the principal structure only when a construction permit is issued for the principal structure and construction of same is commenced within six months. On lots of two acres or more in size, an accessory structure may be constructed for the purpose of storing machinery or other miscellaneous equipment without a primary structure being required. A building permit must be obtained and all structures must be built to conform to the International Building Code and Zoning District setback requirements.
2. [Residential uses in manufactured homes and mobile homes and long term stays in RV Parks \(over 30 days\), that do not include an enclosed garage, shall provide enclosed storage, attached or detached, of a minimum area of one hundred \(100\) square feet as an accessory use to such dwellings.](#)

## SECTION 302 - DETRIMENTAL PROPERTY CONDITIONS

### A. Outside Storage:

The outside storage of objects and materials shall be permitted as an accessory use where a primary use has already been established in all zoning districts provided the following conditions are met, and, where applicable, compliance with non-compatible screening requirements specified in Section 402A, is maintained:

- 5) having a mail box
- 6) having any attached or adjacent structure or improvement which enhances the on-site livability and/or decreases the mobility of the vehicle by removal of wheels or axles or hitches on a vehicle normally fitted with wheels and axles and/or hitches.
- c. Evidence of an intention for a long term occupancy shall include at least three (3) of the above items.

**Other Outside Storage:**

- a. Firewood may be stored, for on-site, personal use, in other than the front yard, stacked no higher than six feet unless against a structure.
- b. A property owner or tenant may place articles of furniture outside, provided such furniture is in good repair and is designed for outdoor use
- 4. **General Storage Screening Requirements:** Any outside storage unable to meet the above conditions or exceptions shall not exceed the height restriction for the solid or opaque portion of a fence or wall and shall be totally screened from the view of any contiguous property, right-of-way or easement.
  - a. Screening shall be by means of a solid wall, fence, earth, landscaping, dense live plant material, or depression into the ground, or by any combination achieving the same effect.

**SECTION 303 - HOME OCCUPATIONS**

Limited business use in residential premises is permitted as accessory use to the principal living quarters, subject to the following:

**A. Allowed Business Activity:**

Activity incidental to the primary residential use which does not change the character of the neighborhood by detectable lighting, noise, or appearance associated with the activity.

- 1. Home office activities associated with employment conducted elsewhere.
- 2. Practicing an occupation, profession or business that can be conducted without negative impact on the residential neighborhood.
- 3. Personal services, such as beautician or barber; business consultation, such as financial advice, tax preparation, accounting, insurance or real estate; by appointment only.
- 4. Vacation Rental/Short-Term Rental, as defined in A.R.S. §9-500.39(D)(2), subject to the following:
  - a. Owners of vacation rental/short-term rental properties shall be subject to the business licensing requirements set forth in Article 9-3 in the Town of Camp Verde Town Code.
  - b. Vacation Rentals must comply with parking requirements under Section 403.
  - c. Owners and guests shall comply with all applicable requirements of this Code, including those related to noise, nuisance lighting, refuse collection and property maintenance.
  - a-d. Owners shall provide guests with a 24-hour emergency point of contact.

Manufactured Housing. Upon completion of all rehabilitation work the owner must obtain a certificate of rehabilitation issued by the Office of Manufactured Housing certifying that the mobile home was inspected on (date) by (qualified inspector named) and found to comply fully with mobile home rehabilitation standards prescribed by the Office of Manufactured Housing. (2015 A409)

- d. Mobile/manufactured homes shall be used as dwelling units only.
  - 1) No mobile/manufactured home or park model shall be placed on a property for use as an accessory structure or storage unit, nor shall be stored on the property unless zoned for such use.
  - 2) Permits shall be required for the installation, alteration or repair of accessory structures, additions and service equipment in a mobile/manufactured home or recreational vehicle park.
  - 3) [Residential uses in manufactured homes and mobile homes and long term stays in RV Parks, that do not include an enclosed garage, shall provide enclosed storage, attached or detached, of a minimum area of one hundred \(100\) square feet as an accessory use to such dwellings](#)
  - 4) If the Town Building Official finds that the work described in the permit application conforms with the Town's codes and that the fees have been paid, a permit shall be issued to the applicant.
- e. All existing and new mobile/manufactured units, and all parts thereof shall be maintained in a safe and sanitary condition.
  - 1) All devices or safeguards (including but not limited to smoke alarms and skirting) which are required by applicable codes or by the manufactured home standards to which it was installed shall be maintained in a safe and sanitary condition.
  - 2) The exterior elements (including, but not limited to: eaves, awnings, stairs, porches, skirting, and heating and cooling units) of the unit shall be painted and maintained in good condition.

**Community Use Area** shall be at least ten percent of the total area. Such land may include all land devoted to recreation and service facilities, landscaping not included in individual mobile/manufactured home spaces, and accessory parking areas. Such land shall not include recreational vehicle storage areas, private streets, boundary landscaping areas and refuse areas.

[a.](#) Mobile/manufactured home parks shall provide at least ten percent of their total area for recreation or other open space purposes.

[a.b.](#) Recreational vehicle storage areas:

- 2) if provided, shall be at the minimum ratio of 50 square feet of land for each mobile/manufactured home space and shall be a dust-free surface with crushed rock or similar material.
- 3) if no recreational vehicle storage is provided, recreational vehicles shall not be stored at mobile/manufactured home spaces.

### 3. **Parking Requirements:**

- a. A minimum of two off-street parking spaces shall be provided for each mobile/manufactured home. The spaces and the drive shall be dust-proofed and surfaced with crushed rock or similar material.

2. Building and Zoning Code violations may result in the revocation of an ADU permit as determined by the Director.
3. A maximum of one ADU is permitted per parcel. Detached ADUs will not be allowed on parcels with a duplex or attached ADU.
4. ADUs must meet the applicable Zoning District requirements as to construction type and setbacks.
5. One parking space is required.

## SECTION 312 – SHIPPING CONTAINERS

### A. Residential and Commercial Zones: (R1L, R1, R2, RR, RS, C1, C2)

Shipping Containers are permitted in Residential Zones on properties of one (1) acre or more subject to the following standards:

- a. One (1) 320 or two (2) 160 square foot Shipping Container may be established with an approved zoning clearance.
- b. Shipping Containers are required to meet all Zoning District and Building Permit requirements.
- c. There shall be no signage on the Shipping Container.
- d. All containers shall be painted and maintained with either the principal structure color or a solid, subdued color consistent with the surrounding terrain prior to placement.
- e. Use of the unit is for the storage of personal effects owned by the property owner or tenant. There shall be no commercial use or ~~renting~~ subleasing of the unit.
- f. The unit shall not be used for residential use or for the keeping of animals.
- g. Nothing shall be stored on top of the unit.

### B. Commercial and Industrial Zones: (C3, PM)

Shipping Containers are permitted in Commercial Zones subject to the following standards:

- a. Two (2) 320 or four (4) 160 square foot Shipping Containers may be established with an approved zoning clearance.
- b. Shipping Containers are required to meet all Zoning District and Building Permit requirements.
- c. There shall be no signage on the Shipping Container.
- d. All containers shall be painted and maintained with either the principal structure color or solid, subdued color consistent with the surrounding terrain prior to placement.
- e. The unit shall not be used for residential use or for the keeping of animals.
- f. Nothing shall be stored on top of the unit.

### C. Industrial Zones: (M1, M2)

Shipping Containers are permitted in Industrial Zones subject to the following standards:

- a. Shipping Containers may be established with an approved zoning clearance.
- b. Shipping Containers are required to meet all Zoning District and Building Permit requirements.
- c. There shall be no signage on the Shipping Container.

9. A minimum of 15% of all parking lot areas shall be landscaped; landscaped islands shall be used for directing safe internal traffic circulation as appropriate. (See Section 402 B)

### E. Required Off-Street Parking Spaces

1. Off-street parking spaces shall be provided for each specified use in accordance with the schedules that follow:

<b>RESIDENTIAL/QUASI-RESIDENTIAL USE</b>	<b>SPACES REQUIRED</b>
Single-Family Dwelling Units including Townhouse, Patio Home, Manufactured Home, & Duplexes	2 per dwelling unit residence
Accessory Dwelling Unit	1 per dwelling unit
Multiple-Dwelling: Efficiency units	1.2 per dwelling unit
Multiple-Dwelling: One bedroom units	2 per dwelling unit
Multiple-Dwelling: Two or more bedroom units	2.3 per dwelling unit
Rooming house, B&B, fraternity/sorority, resident/club	1 per sleeping room or 1 per bed, whichever is greater
Mobile/manufactured home parks	2 per mobile/manufactured home
Elderly housing developments	1.5 per dwelling unit
Resident assisted living or group home: for elderly, disabled or handicapped	0.5 per room or bed plus 1 per employee/shift
Non-resident day care, children or adults	1 per 6 clients
Churches, Places of Religious Worship	1 per 4 fixed seats or 1 per 50 sq ft of seating/assembly area
<b>COMMERCIAL FOOD, BEVERAGE &amp; LODGING:</b>	<b>SPACES REQUIRED</b>
Restaurants, bars	1 per 50 sq ft of public floor area plus 1 per employee
Drive-in food or drink places with on-site consumption	1 per 50 sq ft of public floor area plus 1 per employee
Drive-through food or drink places	1 per 50 sq ft of public floor area plus 1 per employee; plus 5 stacking spaces per window
Hotel, motels, and similar lodging	1 per guestroom or suite plus 1 per 2 employees
<b>RETAIL &amp; GENERAL BUSINESS:</b>	<b>SPACES REQUIRED</b>
Retail stores (except where otherwise specified)	1 per 200 sq ft of useable public floor area
Shopping centers	Requirements for all uses elsewhere specified under unified control; plus 1 per 200 sq ft of remaining useable floor area
Furniture & appliance stores, household equipment	1 per 800 sq ft of useable floor area
Barber shops, beauty shops, personal care shops	2 per service chair
Self-service laundries & dry cleaners	1 per 3 washing machines
Carwash	1 per employee, plus 1 per bay, plus 3 stacking spaces per bay
Gas service stations, convenience markets	1 per gas pump plus 2 per service bay plus, 1 per 200sq ft convenience sales area; plus 2 stacking spaces per pump
New, Used Car, Recreation Vehicle sales/lease lots	1 per 200sq ft office area, plus 1 per each 1,000sq ft sales-display area
Motor vehicle, large machinery/equipment sales	1 per 800 sq ft of machinery sales floor area
Bus depots	1 per 150 sq ft of waiting room space
Open-air business	1 per 500 sq ft of sales area for first 2,000 sq ft, plus 1 per each additional 2,000 sq ft
Business & medical offices and services:	1 per employee plus 1 per 200 sq ft of floor area

Banks and drive-through banks	1 per employee plus 1 per 200 sq ft of floor area; plus 3 stacking spaces per teller window
Wholesales& discount stores (not open to general public)	1 per employee plus 1 per 1,000 sq ft of floor area
<b>RECREATION &amp; ENTERTAINMENT:</b>	<b>SPACES REQUIRED</b>
Archery or shooting ranges	1 per station or lane plus 1 per 2 employees
Bowling alleys	4 per lane plus 1 per five seats plus 1 per 2 employees
Billiard parlors, pool halls and similar recreation	1 per 1 billiard/pool table plus 1 per 2 employees
Gymnasiums, health studios	1 per 400 sq ft of useable floor area plus 1 per 2 employees
Private clubs or public tennis, golf and similar uses	1 per 2-member family or individuals, or 2 per court & 4 per hole; plus 1 per employee, plus 1 per 200 sq ft of useable enclosed building area
Skating rinks, dance halls, dance studios	1 per 3 persons of max capacity permitted by fire regulations
Theaters, auditoriums, areas, indoor/outdoor stadiums, amusement parks, tracks & similar	1 per 5 seats
<b>OTHER BUSINESS &amp; INDUSTRIAL USES:</b>	<b>SPACES REQUIRED</b>
Mortuaries, funeral homes	1 per 4 permanent seats or 1 per 50 sq ft of seating/assembly area, whichever is greater plus 1 per employee plus 1 per commercial funeral vehicle
Hospitals, clinics	<del>2 per bed</del> 1 per 3 beds plus 1 per employee
Schools, higher learning	10 per classroom
Any business not specified herein:	1 per employee plus 1 per 200 sq ft of floor area
All types manufacturing, industrial and warehousing	1 per 500 sq ft of gross floor area or 1 per employee, <u>whichever is greater as determined by staff</u> plus <del>1 per company vehicle</del> <u>2 guest spaces.</u>

2. In calculating the total number of required parking spaces:
  - a. "area" shall mean the area capable of being devoted to the specified use and does not include such spaces as kitchen, restrooms, hallways, etc; and,
  - b. fractional amounts are to be rounded to the nearest whole number (1/2 shall be rounded to the next highest number); and,
  - c. the term "seat" shall also include each 30 inches of bench seating when individual seats are not provided.
3. In the event of mixed uses, the total requirement for off-street parking spaces is the sum of the requirements of the various uses computed separately.

## F. Off-Street Loading Requirements

1. In addition to, and separate from required off-street parking spaces, for every building or part thereof which is occupied by a non-residential Use receiving or distributing materials or merchandise there shall be provided and maintained on the same premises as the building or use, adequate off-street loading space meeting the minimum requirements hereafter specified.
2. Required off-street loading space shall not be permitted in any front yard, nor in any required side yard except in a non-residential district where a side yard is bordered by an alley;
  - a. Off-street loading space may occupy all or any part of a required rear yard, except as otherwise provided herein, and may be partially or entirely enclosed within a building;
  - b. Where a building or use in a non-residential district abuts an alley, such alley may be used as maneuvering space for loading and unloading spaces; provided, however, that no alley abutting any residential district may be so used.

## SECTION 405 - OUTDOOR LIGHTING

### A. Purpose and Intent

1. The purpose of this section is to afford every citizen of Camp Verde the flexibility to engage in the pursuit of safe, inexpensive lighting practices for the purpose of commerce and private use without being impeded upon or impeding upon other citizens desiring a more pristine night-time environment free from light pollution, waste, trespass, or clutter while providing night-time safety, security and productivity.
2. The intent is to provide for adequate night-time safety and utility without excessive glare or light pollution, but common lighting practices can also interfere with other legitimate public concerns. Principles among these concerns are:
  - a. the degradation of the night-time visual environment by production of unsightly and dangerous glare, and
  - b. unnecessary waste of energy and resources in the production of too much light or wasted light, and
  - c. interference in the use or enjoyment of property which is not intended to be illuminated at night, and
  - d. the loss of the often-neglected scenic view of the sky due to increased urban sky-glow.
3. The intent is also to recognize that the topography and atmospheric conditions in northern Arizona are uniquely suited for government, military, commercial, and private astronomical observation in the area, and that unnecessary or excessive uses of outdoor night-time lighting have an adverse impact on astronomical observation, even at relatively distant observatories.
4. Accordingly, it is the intent of this Section to encourage lighting practices and systems which will minimize light pollution, glare, light trespass, and conserve energy while maintaining night-time safety, utility, security and productivity.

### B. Applicability, Exemptions and Prohibitions:

1. The requirements of A.R.S., Title 49, Chapter 7, Light Pollution, § 49-1101 et seq. as may be amended, are hereby incorporated by reference.
2. In the event of conflict between the regulations set forth in this Section and any other regulations applicable to the same area, the more stringent limitation or requirement shall govern.
3. The provisions of this Section are not intended to prevent the use of any design, material or method of installation or operation not specifically prescribed by this Section, provided any such alternate has been approved by the Community Development Director, and that such proposed alternate:
  - a. provides at least equivalence to the applicable specific requirements of this Section; and
  - b. is otherwise satisfactory and complies with the intent of this Section.
4. ~~Preferred Source due to their high energy efficiency, long life and spectral characteristics, low pressure sodium (LPS) lamps are the preferred illumination source throughout the Town; their use is encouraged for outdoor illumination whenever possible.~~

## C. Definitions:

As used in this Section, unless the context clearly indicates otherwise, certain words and phrases shall mean the following:

1. **Class 1 Lighting** means all outdoor lighting used for, but not limited to outdoor sales or eating areas, assembly or repair areas, advertising and other signs, recreational facilities and other similar applications where true color rendition is important.
2. **Class 2 Lighting** means all outdoor lighting used for but not limited to illumination for walkways, roadways, equipment yards, and parking lots ~~and outdoor security~~ where general illumination of the grounds is the primary concern.
3. **Class 3 Lighting** means any outdoor lighting used for decorative effects, including but not limited to architectural illumination, flag monument lighting, and illumination of trees, bushes, etc.
4. **Correlated Color Temperature (CCT)** means a measure in degrees Kelvin (K) of the blackbody emitter whose spectral characteristics best match those of a given light source. Lamps with a CCT of less than 3,200 K are considered 'warm' sources. Lamps with a CCT greater than 4000 K considered 'cool' sources.
- ~~3-5.~~ **Direct Illumination** means illumination resulting from light emitted directly from a lamp, luminaire or reflector, not light diffused through translucent signs or reflected from other surfaces such as the ground or building faces.
- ~~4-6.~~ **Fully Shielded Fixture** means that fixtures are shielded in such a manner that light rays emitted by the fixture, either directly from the lamp or indirectly from the fixture, are projected below a horizontal plane running through the lowest point on the fixture where light is emitted.
- ~~5-7.~~ **Light Trespass** is spill light falling over property lines that illuminates adjacent grounds or buildings in an objectionable manner.
8. **Lumen** is the unit used to measure the actual amount of visible light, which is produced by a lamp as defined by the manufacturer.
  - a. Initial Lumens means the lumens rating for a brand new light bulb. Initial lumens are typically given in manufacturer's specifications for lamps.
- ~~6-9.~~ **Luminaire** means the complete lighting assembly, less the support assembly.
- ~~7-10.~~ **Multi-class Lighting** means any outdoor lighting used for more than one purpose, such as security and decoration, when those purposes fall under the definitions for two or more lighting classes as defined for Class 1, 2 and 3 Lighting above.
- ~~8-11.~~ **Motion Sensing Security Lighting** means a fixture designed, and properly adjusted, to illuminate an area around a residence or other building by means of switching on a lamp when motion is detected inside the area or perimeter, and switching the lamp off when the detected motion ceases.
- ~~9-12.~~ **Neon Lighting** means lighting using luminous gas filled tubes often formed into text, symbols or decorative elements. Neon Lighting includes tubes with typical diameters of 10 to 20 millimeters filled with neon, argon, xenon, or other gasses and producing various colors of light. Not included are replaceable T-8 (one inch diameter) and T-12 (one and one-half inch diameter) or PL ("compact") fluorescent tubes.
- ~~10-13.~~ **Opaque** means only that the material must not transmit light from the internal illumination source: the color of such opaque backgrounds is not restricted.

**Outdoor Light Fixtures** means all outdoor illuminating devices, reflective surfaces, lamps and other devices, either permanently installed or portable, which are used for illumination or advertisement. Such devices shall include, but are not limited to, search, spot and floodlights for:

- a. buildings and structures
- b. recreational areas
- c. parking lot lighting
- d. landscape and architectural lighting
- e. billboards and other signs (advertising or other)
- f. street lighting
- g. product display area lighting
- h. building overhangs and open canopies

i. ~~security lighting~~

~~11. **Security Lighting** is lighting designed to illuminate a property or grounds for the purpose of visual security. This includes fully shielded lighting designed to be left on during night time hours as well as motion sensing lighting fixtures.~~

~~12.14. **Temporary Lighting** means lighting that does not conform to the provisions of this Section and is intended for uses which by their nature are of limited duration.~~

~~13.15. **Total Outdoor Light Output** means the maximum total amount of light, measured in lumens, from all outdoor light fixtures on a property. For lamp types that vary in their output as they age (such as high pressure sodium and metal halide), the initial output, as defined by the manufacturer, is the value to be considered.~~

~~14.16. **Translucent** means light is transmitted from the internal illumination source.~~

~~15.17. **Unshielded Fixture** means a fixture that allows light to be emitted above the horizontal directly from the lamp or indirectly from the fixture or a reflector.~~

~~16.18. **Watt** is the unit used to measure the electrical power consumption (not the light output) of a lamp.~~

## D. Lighting Requirements

1. Outdoor floodlighting by flood light projection above the horizontal is prohibited except for lamps specifically exempted under sections D.11 and D.18 and properly adjusted motion sensing ~~security~~ lighting fixtures as defined in subsection C.10.
2. All light fixtures which are required to be shielded shall be installed in such a manner that the shielding complies with the definition of fully shielded fixtures.
3. All light fixtures, ~~including security lighting~~, except street lamps, shall be aimed or shielded so that the direct illumination shall be confined to the property boundaries of the source. Particular care is to be taken to assure that the direct illumination does not fall onto or across any public or private street or road. Motion sensing lighting fixtures shall be properly adjusted, according to the manufacturer's instructions, to turn off when detected motion ceases.

- ~~4. No new mercury vapor light fixtures, nor replacement equipment other than bulbs, shall be sold or installed for use as outdoor lighting within the Town of Camp Verde after the effective date of this Zoning Ordinance, and the use of mercury vapor light fixtures for outdoor lighting is prohibited after January 1, 2005. The provisions of this section shall not apply to outdoor light systems erected prior to 1950.~~
- ~~5-4.~~ Search lights, laser source lights, strobe or flashing lights, motion or illusion lights or any similar high-intensity light shall not be permitted, except in emergencies by police and fire personnel at their direction or as permitted in Subsection G-1.
- ~~6-5.~~ Class 1 lighting, including but not limited to, sales, service, commercial, assembly, repair, maintenance, and industrial areas, may only continue in operation until 10:00 p.m., or for as long as the area is in active use. This provision is not applicable to fixtures lawfully installed or implemented prior to the adoption of the Zoning Ordinance.
- ~~7-6.~~ Class 2 lighting, used for areas intended for all night use (e.g. apartment parking lots and walkways), shall have no time restrictions if it is determined that a safety hazard may exist.
- ~~8-7.~~ Class 3 lighting, except for flagpole lighting, must be extinguished after 10:00 p.m. or when the business closes, whichever is later, except that low-wattage holiday decorations may remain on all night.
- ~~9-8.~~ Multi-class lighting, except for security lights, must conform to the time limitations of the most-strict class.
- ~~10-9.~~ Except as permitted in subsections D.11, D.12 and D.13, total outdoor light output, excluding streetlights used for illumination of public rights-of-way, of any commercial or industrial development project shall not exceed 100,000 lumens per net acre, averaged over the entire property. The total light output of any residential property shall not exceed 20,000 lumens per net acre, averaged over the entire property. No more than 5,500 lumens per net acre may be accounted for by lamps in unshielded fixtures on any property as permitted in subsection D.18.
- ~~11.~~ Lighting, in all cases, for all outdoor athletic fields, courts, tracks or ranges shall be considered Class 1 play (Color Rendition). Lighting allowed in this subsection shall be subject to approval of staff. When the proposed lumens per acre exceeds the limits of subsection D.10, the installation shall be designed to achieve no greater than the minimum illuminance levels for the activity as recommended by the Illuminating Engineering Society of North America (IESNA). The installation shall also limit off-site spill (off the parcel containing the sports facility) to a maximum of 0.5 fc at any location on any non-residential property, and 0.05 fc at any location on any residential property, as measurable from any orientation of the measuring device. Every such lighting system design shall be certified by an Arizona registered engineer as conforming to all applicable restrictions of this Section. All events shall be scheduled so as to complete all activity by 10:00 p.m. Illumination of the playing field, court, track or range shall be permitted after 10:00 p.m. only to conclude a scheduled event that was unable to conclude before 10:00 p.m. due to unusual circumstances. Fully shielded lighting shall be required for fields designed for amateur, recreational or non-professional sports activity. For professional level sports facilities where fully shielded fixtures are not utilized, acceptable luminaries shall include those which:
- ~~12. Are provided with internal or external glare control louvers, or both, and installed so as to minimize up-light and offsite light trespass as required in subsection C.6 above; and,~~
- ~~13. Are installed and maintained with aiming angles that permit no greater than two percent of the light emitted by each fixture to project above the horizontal plane, flag poles with nationally recognized flags are exempt from this requirement.~~
12. Lighting for Outdoor Display Lots shall be considered Class 1 (Color Rendition), and shall conform to the lumens per acre limits of subsection D.10 except as follows:
- a. All such lighting shall utilize fully shielded luminaries that are installed in a fashion that maintains the fully-shielded characteristics. When the proposed lumens per acre exceed the limits of Subsection D.10, the installation shall be designed to achieve no greater than the minimum illuminance levels for the activity as recommended by the Illuminating Engineering Society of

North America (IESNA). The installation shall also limit off-site spill (off the parcel containing the display lot) to a maximum of 0.5 fc at any location on any non-residential property, and 0.05 fc at any location on any residential property, as measurable from any orientation of the measuring device. Every such lighting system design shall be certified by an Arizona registered engineer as conforming to all applicable restrictions of this Section. Outdoor Display Lot lighting exceeding the lumens per acre cap of Subsection D.10 shall be turned off at 10:00 p.m. or within thirty minutes after closing of the business or activity whichever is later. Lighting in the Outdoor Display Lot after this time shall be limited to Class 2 lighting, and shall conform to all restrictions of this Section applicable for this class, including the lumens per acre caps in Subsection D.10.

b. Lighting allowed in this Subsection shall be subject to approval of the Community Development Director.

13. Lighting for Service Station or similar canopies shall be considered Class 1 lighting. All luminaires shall be flush with the lower surface of canopies and utilize flat glass or plastic covers. The total light output used for illuminating service station canopies, defined as the sum of under-canopy initial bare-lamp outputs in lumens, shall not exceed 40 initial lumens per square foot of canopy. All lighting mounted under the canopy, except internally illuminated signs, shall be included in the total. Fifty percent of the lumen output of all lamps mounted within or under a canopy, except internally illuminated signs, is included in the lumen caps in Subsection D.10.
14. Lighting used for all externally illuminated signs shall conform to all restrictions of this Section, shall be fully shielded, and shall be turned off at 10:00 p.m. or when the business closes, whichever is later.
15. All site lighting not directly associated with the special uses as permitted in Subsections C.10, D.11, D.12, and D.13 shall conform to all lighting standards described in this Section.
16. When outdoor internally illuminated advertising signs are constructed with a translucent background, the background shall not be white, cream, off-white, yellow, or other light color. Lamps used for internal illumination of such signs shall not be included in the lumens per net acre limit set in Subsection D.10. All illuminated signs shall be turned off at 10:00 p.m. or when the business closes, whichever is later.
17. All outdoor neon lighting shall be fully shielded and shall be turned off at 10:00 p.m. or when the business closes, whichever is later.
18. The requirements for lamp source and shielding of light emissions for outdoor light fixtures are as follows:

Shielding/Use Code:

A = allowed, unshielded

F = allowed, fully shielded

<u>LAMP TYPE</u>	<u>SHIELDING</u>
Class 1, 2 and 3 lighting:	
All lamp types above <del>2050</del> 1500 <u>initial</u> lumens	F (See Note 1)
All types below <del>2050</del> 1500 <u>initial</u> lumens	A (See Note 2)
All neon tube lighting	F
Lamps in Motion Sensing Security Lights (C.10)	A (See D.3)

**Note 1.** Examples of lamp types of ~~1500-2050~~ lumens and below (the acceptability of a particular light is decided by its lumen output, not wattage. Check manufacturer's specifications):

- a. 100 Watt Standard Incandescent and less
- b. ~~75-100~~ Watt Midbreak Tungsten-Halogen (quartz) and less
- c. 25 Watt T-12 Cool White Fluorescent and less
- d. ~~10-18~~ Watt Low Pressure Sodium and less
- e. 25 Watt white Light Emitting Diode (LED) and less

**Note 2.** Lights shall be shielded whenever feasible to minimize light spilled into the night sky or adjacent properties. Flag monument lighting may include unshielded lights within applicable unshielded lights maximum lumens per net acre. Unshielded lights (all types) are limited to a maximum of 5,0500 lumens per net acre (see Subsection D.10). Residential parcels and Development Projects containing one net acre or less are allowed 5,0500 lumens of unshielded light (all Classes).

## **E. Municipal Lighting:**

### **1. Warranting:**

- a. New lighting fixtures may be installed on existing buildings and infrastructure in the case where the Town determines that a hazardous nighttime situation exists.
  - b. It shall be the policy of the Town to not install new public outdoor lighting, including lighting on other public property and rights-of-way, except in situations where specific public safety hazards are identified by the town to exist, and these hazards can only be mitigated through the use of outdoor lighting.
2. Shielding. All town-owned outdoor lighting, including street lighting, shall employ fully-shielded fixtures in order to limit light trespass.
  3. Adaptive controls. After the effective date of this section, adaptive controls, such as but not limited to motion detection sensors, timers, wireless remote monitoring and photo-sensitive light controls, will be employed in all new installations of public outdoor lighting, including street lighting.
  4. Curfew. All public outdoor lighting determined by the Town to have no adverse impact on public safety shall be extinguished at 10 p.m., or no later than one-half hour after occupancy of public facilities terminates, whichever is earlier. All future installations of street lighting making use of adaptive controls, and which the city determines have no adverse impact on public safety, shall be extinguished at 10 p.m.

## **F.E. Parking Lot Lighting Standards:**

Lighting Standards (poles) shall be sized in such a manner that the top of any luminaire~~y~~ does not exceed 24 feet above adjacent grade, unless otherwise approved by the Community Development Director for new projects.

## **G.F. Airport Lighting:**

Airport lighting, which is required for the safe and efficient movement of aircraft during flight, take-off, landing and taxiing, is exempt from the provisions of this Zoning Ordinance. Lighting used for illumination of aircraft loading, unloading, and servicing areas is exempt from the lumens per net acre limits of Subsection D.10, although it must conform to all other requirements of this Zoning Ordinance. All other outdoor lighting at airport facilities shall comply with the provisions of this Zoning Ordinance.

## **H. Temporary Lighting Permits:**

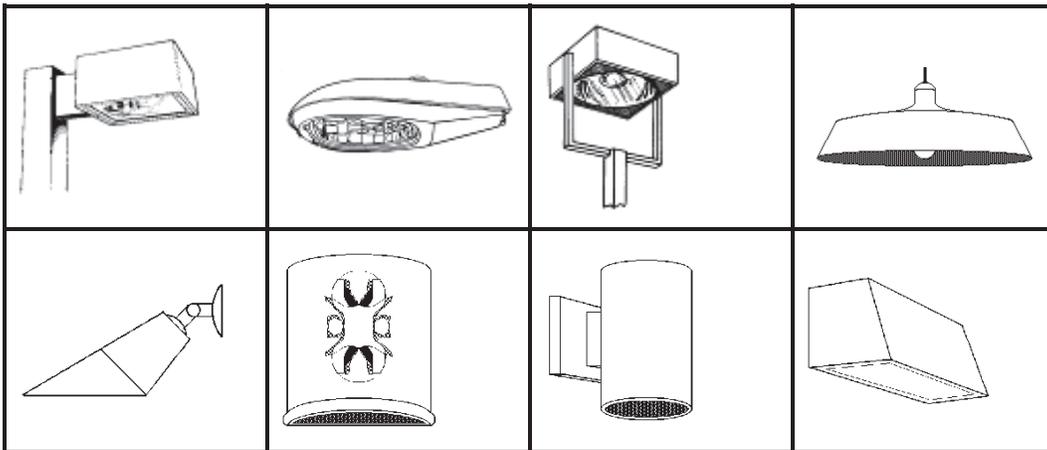
1. The Community Development Director may grant a permit for temporary lighting if he or she finds all of the following:

- a. The purpose for which the lighting is proposed is not intended to extend beyond 30 days;
  - b. The proposed lighting is designed in such a manner as to minimize light pollution as much as is feasible;
  - c. The proposed lighting will comply with the general intent of this Section; and
  - d. The permit will be in the public interest.
2. The Community Development Director shall rule on the application within five business days from the date of submission of the request and notify the applicant in writing of his or her decision. The Community Development Director may grant one renewal of the permit for an additional 30 days if he or she finds that, because of an unanticipated change in circumstances, a renewal would be in the public interest. The Community Development Director is not authorized to grant more than one temporary permit and one renewal for the same property within one calendar year.

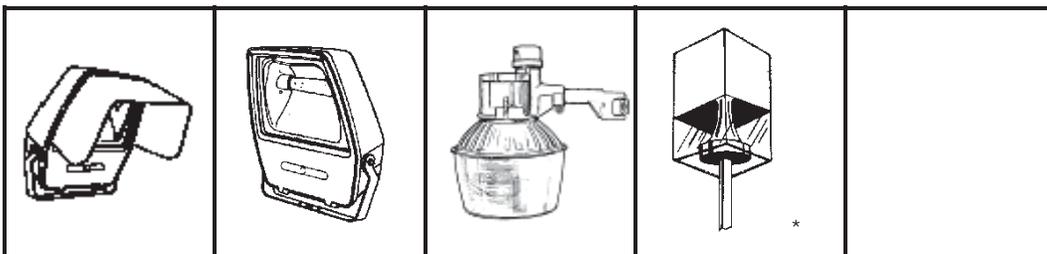
**I.H. Additional Information:**

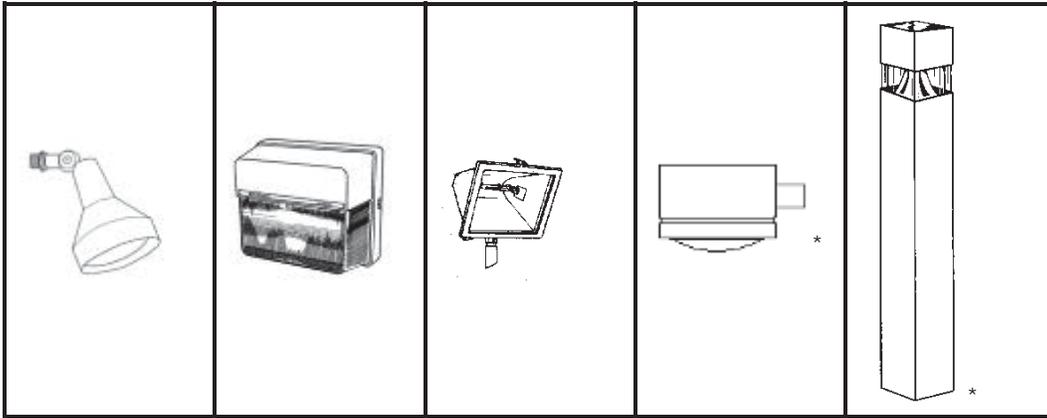
1. Shielding: A practical working way to determine if a fixture or tube is fully shielded: if the lamp or tube, any reflective surface, or lens cover (clear or prismatic) is visible when viewed from above or directly from the side, or from any angle around the fixture or tube, the fixture or tube is not fully shielded.
2. Typical Lumen Outputs for Outdoor Lighting:

Examples of fixtures that are Fully Shielded (Note: to be fully shielded these fixtures must be closed on top and mounted such that the bottom opening is horizontal):



Examples of fixtures that are NOT Fully Shielded:





- Note: even though the lamp in these fixtures is shielded from direct view when viewed from the side or above, reflective surfaces and/or lens covers are directly visible from the side.
- Note for luminous (neon) tubes: when such lighting is installed under or behind a roof overhang, if the roof-line or eave is not horizontal the tubing may be visible from above when viewed from the side and therefore be unshielded.

Lamp Type	Lumen Output (Initial)
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**Low Pressure Sodium  
(LPS):**

18 Watt	1800
35 Watt	4800
55 Watt	8000
90 Watt	13500
135 Watt	22500
180 Watt	33000

**High Pressure Sodium  
(HPS):**

35 Watt Clear	2250
50 Watt Clear	4000
70 Watt Clear	6300
100 Watt Clear	9500
150 Watt Clear	16000
200 Watt Clear	22000
250 Watt Clear	29000
400 Watt Clear	50000
1000 Watt Clear	140000

**Metal Halide (MH)  
(Example Sylvania  
'Metalarc' series):**

100 Watt	8000
175 Watt	14000
250 Watt	16000
400 Watt	36000
1000 Watt	84000

**Fluorescent (Standard  
Cool-White, 1.5-inch  
tubes):**

21 Watt F24T12/CW	1190
30 Watt F36T12/CW	2050
36 Watt F42T12/CW	2450
39 Watt F48T12/CW	3000
50 Watt F60T12/CW	3700
52 Watt F64T12/CW	3900
55 Watt F72T12/CW	4600
70 Watt F84T12/CW	5400
75 Watt F96T12/CW	6300

**Incandescent Lights:**

15 Watt Standard	120
25 Watt Standard	210
40 Watt Standard	490
60 Watt Standard	855
75 Watt Standard	1180
100 Watt Standard	1750
150 Watt Standard	2800
200 Watt Standard	3850

**Tungsten Halogen  
(Quartz):**

75 Watt	1400
100Watt	1800
150 Watt	2800
250 Watt	5000
500 Watt	10100

**Light-Emitting Diode (LED):**

<u>3 – 5 Watts</u>	<u>250</u>
<u>6 – 9 Watts</u>	<u>450</u>
<u>8 – 15 Watts</u>	<u>800</u>
<u>12 – 17 Watts</u>	<u>1,100</u>
<u>15 – 19 Watts</u>	<u>1,600</u>
<u>20 – 25 Watts</u>	<u>1,850</u>
<u>Up to 30 Watts</u>	<u>2,600</u>



## Draft Minutes

REGULAR SESSION & PUBLIC HEARING  
TOWN OF CAMP VERDE – PLANNING & ZONING COMMISSION  
473 S. MAIN STREET, ROOM 106  
CAMP VERDE, AZ 86322  
THURSDAY, OCTOBER 5, 2017 -- 6:30PM

1. **Call to Order**

Chairman BJ Davis called the meeting to order at 6:31 pm

2. **Roll Call**

Melinda Lee called Roll. Present were Chairman B.J. Davis, Vice Chairman Teresa Helm, Greg Blue, Bruce George, Jim Hisrich and Chip Norton. Commissioner Dave Freeman was absent. Also in attendance were Community Development Director Carmen Howard and Town Planner Melinda Lee.

3. **Pledge of Allegiance**

Commissioner Greg Blue 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:**

September 7, 2017 – Regular Session & Public Hearing

b. **Set Next Meetings, Date and Time: (Tentative)**

October 12, 2017 – Work Session- Cancelled

November 2, 2017 – Regular Session & Public Hearing

A motion was made by Commissioner Greg Blue to accept the consent agenda as presented. A second was made by Commissioner Bruce George. The motion carried unanimously.

5. **Call to the Public for items not on the Agenda.**

There were no comments from the public.

6. **Public Hearing, Discussion, and Possible Recommendation to the Town Council regarding an application submitted by Abide Maternity Home, for a Zoning Map Change from R1-35 (Residential: Single Family, 35,000-Square-Foot Minimum Lot Size) to RS (Residential and Services) to allow for the expansion of their existing services. The property is located at 2480 N. Arena Del Loma, Parcel No. 403-19-137, in Camp Verde, Yavapai County, Arizona.**

Chairman Davis called the Public Hearing open at 6:35pm.

Planner Melinda Lee presented the proposed request for a Zoning Map Change for Abide Maternity Home from R1-35 to RS. Ms Lee explained the applicant would like to rezone the property to expand the use and buildings to provide additional services and living quarters to young mothers and their babies. Ms. Lee explained the use conformed with the General Plan which calls for residential and neighborhood, sales and services (RS, C1 and C2 Zoning). The applicant and staff have completed all State and Local requirements for the Zoning Map change and therefore recommend approval of Zoning Map Change #20170274.

**Call for Comments from Other Persons-** The applicant, Michele Evans, CEO, provided some additional information about the project. In response to some concerns that were discussed at the neighborhood meeting and expressed by Commission members, she explained that the center is not for battered women and they do not allow visitors. The additional building will be used for housing and providing classes for the residents. Others in attendance, Julie Scott and John Bassous, supported the organization's efforts and the positive impact it would have on their clients and the community. Chairman Davis stated that the zoning setbacks are the same and the proposed use will not change the character of the neighborhood; Commissioner Norton pointed out that the General Plan supports the existing mixed use in the neighborhood.

**Call for Staff Rebuttal/Clarification – None**

**The Public Hearing was declared closed at 6:53 pm**

**Call for Commission Discussion:**

Commissioner Hisrich relayed concerns relating to the potential precedence which may be set by allowing this type of a use. Community Development Director, Carmen Howard provided some information relating to Federal and State laws relating to group homes and protected classes and uses.

7. **Possible Recommendation to the Town Council regarding an application submitted by Abide Maternity Home, for a Zoning Map Change from R1-35 (Residential: Single Family, 35,000-Square-Foot Minimum Lot Size) to RS (Residential and Services) to allow for the expansion of their existing services. The property is located at 2480 N. Arena Del Loma, Parcel No. 403-19-137, in Camp Verde, Yavapai County, Arizona.**

A motion was made by Commissioner Bruce George to accept the item as presented. A second was made by Commissioner Chip Norton. The motion carried unanimously.

8. **Public Hearing, Discussion, and Possible Recommendation to the Town Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 102B, Non-Conforming Uses and Structures; Section 103, Definition of Terms; Section 203, Use Districts; Section 204, Use District Regulatory Criteria; Section 301, Exceptions to Yard and Height Requirements; Section 303, Home Occupations; Section 306, Mobile/Manufactured Home Parks (MHP & RV Parks); Section 312, Shipping Containers; Section 403, Off-Street Parking and Loading; and Section 405, Outdoor Lighting.**

Chairman Davis called the Public Hearing open at 7:02pm.

Director Howard presented the code changes. She explained that the changes were requested as a continuation to add clarity to the Zoning Code.

Zoning code requirements relating to building separation, pool setbacks, and fence height were adjusted to conform to other codes. Parking standards were to allow a more reasonable number, where they were determined to be in excess.

Requiring enclosed storage units of at least 100 square feet for mobile home and recreational vehicles parks, where a garage is not present, was proposed to alleviate the storage of items outside of the units. This requirement will pertain to future permits.

Vacation Rentals/Short Term Rentals were added under Home Occupations due to the adoption of State legislation that allows it.

Additionally, there were changes to the lighting code as recommended by the International Dark Sky Association in order to comply with requirements for the Town to be a designated International Dark Sky Community. It was agreed that the designation was a good marketing aspect for Camp Verde and we would become a part of a group of such communities in this part of Arizona. All mention of "security lighting" needed to be removed and motion sensor lighting was inserted. A definition of "Correlated Color Temperature" was added, and references to outdated lighting was removed. The total lumen count for residential was lowered to 20,000 lumen per acre, which is more than is typically seen on residential permit applications. The total allowed for shielded was lowered to 5,000 lumen. Other allowances for shielding and lumen counts were adjusted based on lamp types. A section was added for Municipal Lighting, as required for the designation. Reference to "professional level sports facilities" does not apply to our community and was removed. A chart for Light-Emitting Diodes (LED) was added. The addition of a sunset clause was included for January 28, 2024. Director Howard clarified that manufacturers of lighting are supporting the need to provide lighting options for dark sky communities. Enforcement of the ordinance will likely be handled on a complaint-driven basis.

**The Public Hearing was declared closed at 7:32 pm**

**Call for Commission Discussion: No further discussion.**

A motion was made by Commissioner Chip Norton to accept the item as presented. A second was made by Commissioner Jim Hisrich. The motion carried unanimously

9. **Current Events**

None

10. **Staff Comments**

None

11. **Adjournment**

**A motion** was made by Commissioner Hisrich to adjourn the meeting. Second was made by Commissioner Helm. **The motion** carried unanimously. The meeting was adjourned at 7:35pm.

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Chairman B.J. Davis

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Carmen Howard, Community Development Director

**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 & Public Hearing of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 5<sup>th</sup> day of October 2017. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 12<sup>th</sup> day of October 2017.

---

Melinda Lee, Recording Secretary

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**Exhibit A - Agenda Item Submission Form – Section I**

*Meeting Date: Regular Session Town Council, November 1, 2017*

- 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):*

*Public Hearing, Discussion, and Possible Recommendation to the Town Council for a Text Amendment to the Town of Camp Verde Planning & Zoning Ordinance amending Section 102B, Non-Conforming Uses and Structures; Section 103, Definition of Terms; Section 203, Use Districts; Section 204, Use District Regulatory Criteria; Section 301, Exceptions to Yard and Height Requirements; Section 303, Home Occupations; Section 306, Mobile/Manufactured Home Parks (MHP & RV Parks); Section 312, Shipping Containers; Section 403, Off-Street Parking and Loading; and Section 405, Outdoor Lighting.*

*List Attached Documents:*

1. Ordinance 2017-A428
2. See Exhibits for Resolution 2017-990

*Estimated Presentation Time:* 10

*Estimated Discussion Time:* 10 minutes

*Reviews Completed by:*

- Department Head:* Carmen Howard       *Town Attorney Comments:*

*Background Information:*

This action is a continuation of a review of the Planning & Zoning Ordinance, being done by the Community Development Department, to resolve issues within the code. It has come to the attention of the Department that some issues need clarification, redefined, or restructured to provide greater enforcement ability and provide development projects with greater flexibility in overall design and efficiency. Additionally, changes to the Lighting Ordinance are included to comply with requirements from the International Dark Sky Association in order to achieve designation as an International Dark Sky Community. A summary of proposed changes is as follows:

1. Modification to Nonconforming Uses relating to Outdoor Lighting.
2. Addition and clarification of items in Definitions.
3. Modifications to Dimensional Standards in Use Districts.
4. Modification of criteria in Use Districts.

5. Modification to Exceptions to Height Limits and Accessory Uses & Structures.
6. Addition of item to Home Occupations.
7. Addition of item to Mobile/Manufactured Home Park standards.
8. Clarification of issue relating to Shipping Containers.
9. Modification of criteria for Off Street Parking.
10. Modification of criteria for Outdoor Lighting.

*RECOMMENDED ACTION (MOTION): A MOTION TO APPROVE (OR DENY) ORDINANCE 2017A428, AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 102B, NON-CONFORMING USES AND STRUCTURES; SECTION 103, DEFINITION OF TERMS; SECTION 203, USE DISTRICTS; SECTION 204, USE DISTRICT REGULATORY CRITERIA; SECTION 301, EXCEPTIONS TO YARD AND HEIGHT REQUIREMENTS; SECTION 303, HOME OCCUPATIONS; SECTION 306, MOBILE/MANUFACTURED HOME PARKS (MHP & RV PARKS); SECTION 312, SHIPPING CONTAINERS; SECTION 403, OFF-STREET PARKING AND LOADING; AND SECTION 405, OUTDOOR LIGHTING AND PROVIDING THAT THIS ORDINANCE SHALL BE EFFECTIVE THIRTY (30) DAYS AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.*



**ORDINANCE NO. 2017-A428**

**AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, ADOPTING BY REFERENCE A CERTAIN DOCUMENT FILED WITH THE TOWN CLERK ENTITLED “AMENDMENTS TO THE PLANNING AND ZONING ORDINANCES AND SUBDIVISION REGULATION DATED NOVEMBER 1, 2017”, AMENDING SECTION 102B, NON-CONFORMING USES AND STRUCTURES; SECTION 103, DEFINITION OF TERMS; SECTION 203, USE DISTRICTS; SECTION 204, USE DISTRICT REGULATORY CRITERIA; SECTION 301, EXCEPTIONS TO YARD AND HEIGHT REQUIREMENTS; SECTION 303, HOME OCCUPATIONS; SECTION 306, MOBILE/MANUFACTURED HOME PARKS (MHP & RV PARKS); SECTION 312, SHIPPING CONTAINERS; SECTION 403, OFF-STREET PARKING AND LOADING; AND SECTION 405, OUTDOOR LIGHTING.” OF THE TOWN OF CAMP PLANNING AND ZONING ORDINANCES AND SUBDIVISION REGULATIONS; 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 “Planning and Zoning Ordinances and Subdivision Regulations”, was adopted by the Town of Camp Verde Mayor and Common Council by Ordinance 2011-A374 on May 25, 2011; and

**WHEREAS**, from time to time, due to changing trends and conditions of development, it is necessary to amend the “Planning and Zoning Ordinances and Subdivision Regulations”; and

**WHEREAS**, certain amendments to the “Planning and Zoning Ordinances and Subdivision Regulations” are now needed in order to reflect those changing trends and conditions; and

**WHEREAS**, Part Six, Section 600, Subsection C, Item 1. of the Planning and Zoning Ordinance allows for the amendment, supplementation or change of zoning text regulations of the Planning and Zoning Ordinance by the Town Council after a public hearing and report by the Planning and Zoning Commission, and;

**WHEREAS**, the Town of Camp Verde Planning and Zoning Commission held a public hearing on the proposed revisions at its regular meeting held October 5, 2017, and voted thereafter to forward the same to the Town Council with a recommendation of approval; and

**WHEREAS**, the Town Council has an abiding interest in protecting the public health, safety, and welfare by establishing requirements for provisions of the Planning and Zoning Ordinance by including definitions and text amendments;

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

**Section 1:** That certain document known as “**AMENDMENTS TO THE PLANNING AND ZONING ORDINANCES AND SUBDIVISION REGULATION DATED NOVEMBER 1, 2017**”, which is **Exhibit A** and was made public record by

**Resolution No. 2017-990**, three copies of which are on file in the Town Clerk's office located at 473 S. Main St. Suite 102, Camp Verde, Arizona, 86322, is hereby referred to, adopted and made part hereof as if fully set out in this ordinance.

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, as of the effective date of this ordinance.

Section 3. This ordinance is effective upon the expiration of a thirty (30) day period following the adoption hereof and 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, Yavapai County, Arizona, this 1st day of November 2017.**

\_\_\_\_\_  
Charles C. German, Mayor                      Date:

Attest:

Approved As To Form:

\_\_\_\_\_  
Judith Morgan, Town Clerk                      Date:

\_\_\_\_\_  
Town Attorney