MINUTES
WORK SESSION – GENERAL PLAN UPDATE
THE PLANNING AND ZONING COMMISSION
COUNCIL CHAMBERS STE. 106 – 473 S. Main Street
THURSDAY AUGUST 28, 2014
6:00 PM

1. **Call to Order**

Chairman Davis called the meeting to order at 6:02 pm.

2. **Roll Call**

Chairman Davis, Commissioners Blue, Burnside and Parrish present.
Absent: Commissioners Hisrich, Freeman and Norton.

Also Present: Community Development Director Mike Jenkins, Assistant Planner Jenna Owens, Permit Technician Kendall Welch and Recording Secretary Marie Moore.

3. **Pledge of Allegiance**
Pledge led by Commissioner Burnside.

4. **Consent Agenda** - All those items listed below may be enacted upon by one motion and approved as Consent Agenda Items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Commission so requests.
   a. **Approval of Minutes:**
      June 12, 2014 General Plan Work Session
      June 26, 2014 General Plan Work Session
   b. **Set Next Meeting, Date and Time:**
      September 11, 2014 General Plan Work Session
      September 25, 2014 General Plan Work Session

Commissioner Burnside was not present for the 6/12/2014 & 6/26/2014 meetings, therefore a quorum was not present for the approval of minutes. The Consent Agenda is moved to the next meeting on September 11, 2014.

5. **Call to the Public for Items not on the Agenda**
(Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.)
None.

6. **Welcome new Commission member Mr. Bob Burnside.**
Chairman Davis welcomes Commissioner Burnside as a new member.

7. **Review and Discussion regarding the joint Work Session with Council which was held on August 13, 2014.**
   a. **Direction to proceed with the Character Areas.**
   b. **Direction to set aside the current Land Use map.**
   c. **Discussion and possible consensus on the proposed meeting schedule for ratification of the General Plan by the public in November 2016.**

Burnside referenced the difference in documents dated October 7th that were received at the joint work session with Council and the document he received for the present meeting. Burnside questioned if the changes were made by the consultant or staff. Jenkins explained that the entire document from the Consultant was not presented to the Council at the Joint Work Session. The letter from the Consultant which discussed the validity of the concept of "Character Areas" verified the Character Area format would meet the criteria for the State requirements.

Davis clarified that the Consultant created an amended letter. Burnside expressed his disapproval and stated that staff should not make the decision as to what is pertinent to Council or have things amended.

Chairman Davis outlined the following for the Commission:

A) Davis gave an overview of the meeting with Council and felt the Commission would proceed in a proficient way from the direction received at the meeting.

B) Davis indicated that Council agreed the current land use map is conflicting and favored removing it from use.

Tony Gioia inputted that he felt there really is nothing to say once council makes a decision but felt that precise planning direction is useful and did not favor the removal of the current land use map.

C) Davis explained in detail the calendar schedule which was provided with the agenda. Davis proposed the Economic Development be addressed after May 2015 when the Focus Future Document is complete. Davis indicated the proposed calendar was simply a guideline and could be adjusted. Burnside inquired if there will be normal business meetings still occurring. Davis explained those meetings would be scheduled on the normal scheduled Planning & Zoning Commission meeting dates. Blue expressed his appreciation of the proposed calendar and stated it showed good flow.

8. Character Area Recommendations as submitted by ReSEED Advisors for informational purposes only to be discussed at a future date.

Jenkins prefaced the Commission and explained the document is a tool for the Commission to utilize as a guideline. The public is entitled to copies if they so choose but it's primary use is a recommendation to the Commission. Davis agreed that it should be available to the public by request, but doesn't feel it should be available on the internet as sometimes too much information can be confusing.

9. Overview of Chapter 3 Land Use Element draft language including discussion of Goals and Implementation Strategies.

Bob Burnside questioned if the red text are recommendations from the consultant to make changes. Davis explained that the red text indicated changes and updates reviewed by the Commission and awaiting final approval. Kendall Welch clarified that the red text represented requested changes from the public, commission members, sub-committee and staff.

Burnside referred to a discussion from a June meeting in which Commissioner Blue questioned utilizing the consultant recommended by Council. Burnside inquired as to who was paying for the Consultant and how the Consultant was billing for his services. Jenkins explained it is a time and material pay process and the Consultant submits an invoice.

Page 3.3

Burnside indicated he felt the statute referenced on Page 3.3 (F) was inaccurate and required correction. Asst. Planner Jenna Owens requested that Jenkins explain the paragraph regarding aggregates. Jenkins clarified that the verbiage was taken directly from Yavapai County and was included to show the Town of Camp Verde will follow suit as there are not maps available. Jenkins indicated he was confident the current state statutes were listed but would gladly review the accuracy. Davis requested the paragraph clarify it is not a state statute.
Gioia stated the current General Plan stops at G and the statement being questioned makes it appear that the Town is rich only in aggregates. Gioia requested all of the Town's resources be identified if this was to be included. Jenkins explained that it is a new state statute which requires communities to identify their aggregates for future zoning so areas would not be excluded for extraction. Davis suggested the entire statute not be repeated. Burnside stated the Land Use Element of the General Plan requires the statute to be included, but asserts the statute be copied correctly.

Page 3.5

Gioia requested the last sentence on page 3.5 in the Yavapai Apache Nation paragraph become a separate paragraph as it doesn't belong with in the Yavapai Apache Nation description.

Rob Witt voiced his disappointment that the goals established by the subcommittee were not being used at all. Davis clarified that the goals Witt referred to should be used as a guideline and requested that Staff locate the list for reference.

Page 3.7-3.9

Burnside suggested the goals be listed in priority level. Davis suggested going through and listing each.

Page 3.8

A) Davis stated that he understands not every neighborhood wants drugstore and restaurants but reminded Commission members and the public present that this is overall land use area and not a specific location.

Witt questioned where the goals listed came from. Davis explained the Consultant recommendations, sub-committee recommendations and prior General Plan goals were included.

Gioia expressed that he had reviewed and compared the existing General Plan and the suggestions indicated and noted there were several areas duplicated with most goals already contained in the current General Plan.

Witt expressed he felt land was not appropriately allocated and warns of the cost associated with not zoning correctly for future economic development. Davis explained that not every piece of land was covered as Witt would like to see, but the idea in general was discussed in depth and addressed.

Tom Pitts stated the he was under the impression that Economic Development was supposed to be the topic of the meeting discussion which is why he chose to attend. Pitts inquired when the matter would be addressed.

Gioia referred to the process currently in use with the sub-committee reporting information to the commission and the commission making recommendations to Council. Gioia disagreed with Witt and stated he felt there was more mention about economic development than in the current General Plan but did see room for additions. Gioia indicated his approval for the overall work completed.

Jenkins clarified for the Commission and public attendees a timeline, explaining Staff, Commission and the Sub-Committee have spent 8 months working to get the 10 character areas that live inside the Land Use Element and some things have been set aside because there hasn't been an opportunity to address them. Although there seems to be discrepancy is what some remember things to be, this is a representation of revisions from the Sub-Committee and Commission. The Character Areas have been completed and a consensus had been reached. Now is the time to fine tune the introductory.

Davis suggested taking the matter back to sub-committee and address the issue at a future meeting.
Burnside stated that although he is new, he feels the term General Plan should be general and the verbiage being used is too specific and that it is the Commissions obligation to determine this is a "general" plan for the public.

It is the consensus of the Commission to send the matter to sub-committee.

Gioia re-addressed page 3.2 and requested the sentence starting with "The" and ending with "Unique" remain. Davis agreed and requested it remain for final review.

Page 3.13
Davis explained that new information was added but doesn't feel comfortable having a calculation inputted at all, but if included it needed to be accurate with current use rather than a goal.

Jenkins indicated that the numbers were used from a study done for the Town of Camp Verde and was recently submitted to Council. Jenkins did clarify that there could be a possibly revision in irrigation calculations.

Gioia stated the calculations bring this to 5 homes per acre foot and that is only achieved in townhouse situations.

Gioia felt using the 15 acre feet calculation is suitable for this area and expresses the importance of not losing water rights and the need to retain them for future usage.

Davis inquires to the Commission if the calculation should be included or not. Burnside indicated he didn't see with the amount of development in this town to say it has been wrong and feel that it should be left to the original calculations. Gioia conferred that the amount previously discussed is accurate.

It is the consensus of the Commission to leave the original calculations.

Commission, Gioia, Witt and Pitts discussed the water rights and importance of keeping them and the law to be followed regarding severance and transfer of rights as well as the amount of water is not defined. Davis indicated all of the information would be discussed with in the Water Use Element.

There will be no Public input on the following items:

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

No Commission Information Reports.

11. Staff Comments

No Staff Comments.

12. Adjournment

On a motion by Parrish, seconded by Burnside, the meeting adjourned at 7:39 pm.

Chairman B.J. Davis

Planning & Zoning Michael F. Jenkins 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 Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 28th day of August, 2014. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11 of September, 2014.

Jenna Owens for Marie Moore

Marie Moore, Recording Secretary