

MINUTES
Special Session
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY NOVEMBER 06, 2014
6:30 PM

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

Also Present: Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, Economic Development Director Steve Ayers and Recording Secretary Marie Moore.
3. **Pledge of Allegiance**
Commissioner Burnside 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:**
October 09, 2014 General Plan Work Session
October 23, 2014 General Plan Work Session
 - b. **Set Next Meeting, Date and Time:**
As Needed

On a motion by Freeman seconded by Burnside, the Commission passed the consent agenda unanimously.

5. **Call to the Public for Items not on the Agenda**
(Residents are encouraged to comment about any matter not included on the agenda. State law prevents the Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.)

No Public Input

6. **Public Hearing, Discussion and possible Recommendation to Council on GPA 2014-0244** an application submitted by Mr. Scott Simonton, aka Simonton Ranch 1, LLC owner of parcel 403-23-104F requesting a minor General Plan Amendment to go from Residential High Density 11 units per acre maximum, to Commercial for approximately 21.87 acres located on parcel 403-23-104F at the east end of N. Homestead Pkwy.

On a motion by Norton, seconded by Freeman, it is the recommendation to Council to approve a minor General Plan Amendment 20140244; an application submitted by Mr. Scott Simonton, owner of Simonton Ranch 1, LLC owner of parcel 403-23-104F requesting a minor General Plan Amendment to go from Residential High Density 11 units per acre maximum, to Commercial for approximately 21.87 acres located on parcel 403-23-104F at the east end of N. Homestead Pkwy. This recommendation is based on the legal opinion of the Town Attorney, determining that this is the appropriate action for the proposal.

Commissioner Burnside opposed.

STAFF PRESENTATION

Owens gave a description of the parcel and the proposed land use change. Neighborhood concerns were reported to the Commission. The staff report was concluded.

Scott Simonton addressed the Commission as the applicant for the General Plan Amendment. Steve Ayers explained that this matter stemmed from an offer made by Simonton Ranch and voiced his concern that if we don't act on the offer, another town would possibly offer an opportunity to the Verde Valley Archeological Center and Technology Park. Ayers explained that the change in zoning is necessary to proceed with the opportunity.

Tom Klucsarits stated that his property is possibly the most affected by this possible change and his only concern is when "events" take place. His concern is about the size of the parking lot and lighting that could be disruptive. Also Mr. Klucsaritis stated that Simonton offered a 50 foot buffer rather than the required 25 feet buffer zone and requested that this be upheld.

Klucsarits explained that currently this area is quiet. Another concern is with the possibility of the Town taking over Peterson Road which is currently a private road.

Connie Cowan addressed the Commission with her concerns over a possible sewer issue as well as the Peterson Road access issue. Cowan asked if there would be any impact toward the State Park and addressed her concern of whether or not the Archeological Center would be successful if the development does go through.

Ken Zoll, Executive Director with the Archeological Center displayed a draft plan of the proposed facility and the plans the Center has as far as activities. Zoll indicated there has been discussions with Yavapai College and Northern Arizona University to help increase revenue for the Center. Zoll did explain that ASU has inquired about building an outdoor facility at the site as well, but at this point it is too early for the Center to consider. Zoll mentioned items that are being donated which are extremely rare. One is a meteorite that originated in Camp Verde that will be displayed. Mr. Zoll further explained the success of the Archeological Center to date.

Klucsarits addressed the Commission again pointing out impacts to the adjacent residential properties and the concerns he has.

Simonton addressed Cowan's concern regarding sewer and stated there is nothing that he has not completed in regards to any agreement made.

Simonton presented a parcel map to Commission to help identify the site and the surrounding areas. Simonton expressed his strong confidence and support in the Archeological Center which is why he is donating the property.

Chairman Davis asked Simonton to address concerns from citizens, Simonton explained that at this point he is not prepared to answer those questions because the Archeological Center would need to go through the same permit process as anyone else.

Hisrich inquired about the process of developing a property that has known archeological artifacts. Simonton explained that the archeological investigation for the property was completed in 2007 or 2008.

Chip Norton confirmed that currently the property is zoned for 250 homes and there would be no open space left, but with the Archeological Center, there would be a large amount of open space left. Simonton agreed.

Norton also inquired if Simonton did agree to leave a 50 foot buffer for the residence owned by Klucsarits. Simonton explained that yes there would be a 50 foot buffer but clarified it would be a 25 foot drainage ditch included in the 50 feet.

Parrish voiced concern regarding how much right-of-way is included on Peterson Road.

Simonton explained where Peterson Road ends and where the right-of-way ends as well as easements.

Burnside questioned if outside storage is allowed on C2 property and the difference between a buffer as opposed to a setback. Jenkins explained that there is no buffer area requirement but rather, opaque screening, and therefore, it is required that a fence or dense vegetation, per our current Planning & Zoning Ordinance, be installed to screen between residential and commercial uses.

Burnside inquired about linear feet for roadways, splitting property and what would happen if this property is not part of the current "PAD". Jenkins explained the current PAD.

Burnside addressed he felt that the discussion taking place is not a General Plan Amendment but rather a Development Agreement Amendment.

Jenkins explained that if nothing has been developed in a PAD it can be voided. Davis questioned if the PAD is still valid. Jenkins explained that it is, and it would be in the best interest to look more into this.

Simonton stated that this was addressed in 2006 with the Town Attorney at that time and presented a current zoning map and explained how it was handled when rezoning has happened in the past. Simonton also explained that the property must be donated before December 31, 2014 or the offer of donation of land would go away.

Simonton requested that the Planning and Zoning Commission make their recommendation and allow the Town Council to make the final decision after the consultation with the Town Attorney.

Burnside suggests that the Commission change the PAD Development Agreement tonight.

Chairman Davis was concerned in delaying the matter, by not making a final decision.

Blue requested to revisit this matter in one week in order to consult with the Town Attorney.

Norton indicated he was prepared to make a recommendation to Council that evening.

7. **Public Hearing, Discussion and possible Recommendation (or denial) to Council on ZMC 2011-0245 an application submitted by Mr. Scott Simonton, aka Simonton Ranch 1, LLC owner of parcel 403-23-104F requesting a Zoning Map Change to go from PAD to C2 District (Commercial: General sales and services) for approximately 21.9 acres located on parcel 403-23-104F at the east end of N. Homestead Pkwy.**

On a Motion by Norton, seconded by Hisrich, commission recommended to Council for approval of ZMC 2011-0245 an application submitted by Mr. Scott Simonton, aka Simonton Ranch 1, LLC owner of parcel 403-23-104F requesting a Zoning Map Change to go from PAD to C2 District (Commercial: General sales and services) for approximately 21.9 acres located on parcel 403-23-104F at the east end of N. Homestead Pkwy.

This recommendation is based on the legal opinion of the Town Attorney, determining that this is the appropriate action for the proposal.

Commissioner Burnside opposed.

Owens briefly described the proposal and the necessity for the change for the intended purposes.

Burnside stated that this item implies the request is to pull the property out of the PAD, but in fact, that would not be happening.

Davis disagreed and indicated he didn't feel that discussion was applicable at this point.

Jenkins informed the Commission that in 2012 PAD's were removed from zoning and that PUD still remains in the Planning & Zoning Ordinance.

8. **Public Hearing, Discussion and possible Recommendation of approval (or denial) to Council on Use Permit 20140272, an application submitted by Steve and Marlys parks, owners of Crazy K RV park, located on parcels 403-19-009, 9.26 acres and 404-17-027b, 8.37 acres. The following proposed uses are for 36 RV spaces, 12 RV spaces not to exceed a maximum 15 RV's located in row 4 for RV storage only with no electrical, propane, or sewer hook-ups**

allowed. Conversion of an existing clubhouse, with retail sales for RV supplies, to a residence; a pool and laundry room, conversion of an existing storage building into an office/check-in, convert current office to storage and construction of a new Clubhouse with retail store for RV supplies. Use Permit requested with no time limit. This property is located at 2075 N. Arena del Loma.

On a Motion by Hirsch, seconded by Burnside, Commission voted unanimously to continue the application submitted by Steve and Marlys parks, owners of Krazy K RV Park, located on parcels 403-19-009, 9.26 acres and 404-17-027b, 8.37 acres. The following proposed uses are for 36 RV spaces, 12 RV spaces not to exceed a maximum 15 RV's located in row 4 for RV storage only with no electrical, propane, or sewer hook-ups allowed. Conversion of an existing clubhouse, with retail sales for RV supplies, to a residence; a pool and laundry room, conversion of an existing storage building into an office/check-in, convert current office to storage and construction of a new Clubhouse with retail store for RV supplies. Use Permit requested with no time limit. This property is located at 2075 N. Arena del Loma to be discussed for possible recommendation in January 2015.

Jenkins indicated that the applicants had requested for a continuation to the January meeting so that they may prepare more.

There will be no Public input on the following items:

9. **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 Informational reports were given.

10. **Staff Comments**
No staff comments were heard.

11. **Adjournment**

On a motion by Parrish, seconded by Burnside, Commission unanimously voted to adjourn at 8:28 pm.


Chairman B. J. Davis


Michael 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 6th day of November, 2014. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 11 of December, 2014.


Marie Moore, Recording Secretary