

REVISED 1/13/2022 AGENDA

TOWN OF CAMP VERDE BOARD OF ADJUSTMENTS & APPEALS 473 MAIN STREET, SUITE 106, CAMP VERDE, AZ 86322 THURSDAY, JANUARY 20, 2022, AT 3:00 PM Special Session

Zoom Meeting Link:

https://us02web.zoom.us/j/85643454564?pwd=TndNZkdTcWJmQ1FJOUtQejcwUEs1UT09

Meeting ID: 856 4345 4564 **Passcode:** 530543

- 1. Call to Order
- 2. Roll Call Ken Krebbs, BJ Davis, Tanner McDonald; Jeremy Brady;
- 3. Pledge of Allegiance
- 4. Election of Officers Election of new Chair and Vice Chair
- 5. 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 the Board so requests.
 - a. Approval of Minutes December 14, 2021
 - b. Set Next Meeting, Date and Time Tentative, Feb. 10th at 3:00 pm (no items currently scheduled)
- **6.** 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 Board from taking any action on items not on the agenda, except to set them for consideration for a future date.
- 7. Public Hearing followed by Discussion, Consideration and Possible Approval of a Variance to encroach into the side yard setback for Moscato's Restaurant. Staff Resource: John Knight

Applicant/Owner: Moscato Salvatore

Parcels: 404-22-006C, 404-22-007C, 404-22-007D

Zoning: C2

Address: 368 Main Street

- Staff Comments
- Public Hearing Open
- Public Hearing Closed
- Board Discussion
- 8. Board Informational Reports: Individual Board members may provide brief summaries of current events and activities. Summaries are strictly for the purpose of informing the public. The Board will have no discussion, consideration nor take action on any such item, except an individual Board member may request an item be placed on a future agenda.
- 9. Staff Comments

10. Adjournment

Please note: Staff makes every attempt to provide a complete agenda packet for public review. However, it is not always possible to include all information in the packet. You are encouraged to check with Staff prior to a meeting for copies of supporting documentation that may have been unavailable at the time agenda packets were prepared.

Note: Pursuant to A.R.S.§38-431.03A.2 and A.3, the Planning & Zoning Commission 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 Community Development Office.

CERTIFICATION OF POSTING OF NOTICE

The unders	igned hereby c	ertifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde
		and Bashas on
	_(date) at	(time) in accordance with the statement filed by the Camp Verde Town Council with
		the Town Clerk
(signed) _		(print name and title)

ZOOM INFORMATION Topic: Board of Adjustments

Time: Jan 20, 2022 03:00 PM Arizona

Join Zoom Meeting

https://us02web.zoom.us/j/85643454564?pwd=TndNZkdTcWJmQ1FJOUtQejcwUEs1UT09

Meeting ID: 856 4345 4564

Passcode: 530543

One tap mobile

+12532158782,,85643454564#,,,,*530543# US (Tacoma) +13462487799,,85643454564#,,,,*530543# US (Houston)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

DRAFT MINUTES

BOARD OF ADJUSTMENTS AND APPEALS REGULAR SESSION TOWN OF CAMP VERDE 473 S MAIN STREET, SUITE 106 TUESDAY, DECEMBER 14, 2021 at 3:00 P.M. COUNCIL CHAMBERS

1. Call to Order

Chairman Ken Krebs called the meeting to order at 3:00 p.m.

Roll Call

Chairman Ken Krebs, Vice Chairman Buck Buchanan, Board Member B. J. Davis (ZOOM), Board Member Tanner McDonald and Board Member Jeremy Brady are present. **note: audio issues with zoom meeting**

Also Present

Community Development Director John Knight, Assistant Planner B J Ratlief and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Board Member Jeremy Brady 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 Board requests.

a) Approval of the Minutes:

Regular Session April 13, 2021

Motion was made by Board Member Jeremy Brady to approve the minutes of April 13, 2021. Second was made by Vice Chairman Buck Buchannan. **Motion** carried unanimously 4-0. Board Member Tanner McDonald abstained due to him being absent at this meeting. (Note: due to ZOOM technical issues B. J. Davis, attending via ZOOM was unable to hear and participate in this vote).

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

Regular Session January 11, 2022 Special Session January 20, 2022 (tentative)

Community Development Director John knight said they would like try to get both items on the January 11th meeting but may have to meet again January 20th. **Motion** was made by Board Member Jeremy Brady to approve both meeting dates. Second was made by Board Member Tanner McDonald. **Motion** carried unanimously 5-0.

5. Call to the Public for Items not on the agenda.
None

6. **Board Informational Reports**— Individual members of the Board 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 Board will have no discussion, consideration or take any action on any such item, except that an individual Board member may request an item be placed on a future agenda.

Nothing to report.

7. Public Hearing, Discussion and Possible Approval of an application submitted by Jeff and Jane Galloway: Applicant is requesting a variance to the minimum parcel size in order to divide a 3.82 acre lot into two (2) lots in an area zone RR-2A. Parcel 403-19-008P.

Public Hearing Open: 3:05pm

Staff Report:

Community Development Director John Knight gave an overview of the request. Due to the 2006 donation of 0.28 acres to the Town of Camp Verde, in order for the Town to improve Long Rifle Road and which reduced this parcel size from 4.11 acres to now 3.82 acres, then the only way to adjust the size of this parcel now is through the variance process. No comments were received from the neighbors regarding the variance. Staff is recommending approving the variance.

Board Member Brady asked if the parcels would be split evenly.

Applicant Representative Pete Roulette Realtor, explained it will be an uneven split because of how the current home is set, the location of the septic system and existing driveway.

Chairman Krebs asked if neither would need an easement? Mr. Roulette said no.

Vice Chairman Buchannan asked the size of the parcel. Mr. Roulette said one would be roughly 1.09 acres and the other roughly 2.7 acres.

Applicant Jeff Galloway stated the size of the parcel was created because of how the driveway and septic were set on the property.

Public Comment:

None

Staff Rebuttal:

None needed

Close Public Hearing: 3:13pm

Board Member Comments:

No further comments needed

Motion was made by Board Member Jeremy Brady to approve a variance request by owners Jeff and Jane Galloway, to allow parcel 403-19-008P to be split into two parcels, less than two acres. Second was made by Board Member Tanner McDonald.

Roll Call Vote:

Chairman Ken Krebs: aye

Vice Chairman Buck Buchanan: aye Board Member B.J. Davis: aye Board Member Jeremy Brady: aye Board Member Tanner McDonald: aye

Motion carried 5-0.

8. Staff Comments:

Community Development Director John Knight told the applicants their variance is approved.

9. Adjournment

Motion to adjourn the meeting was made by Vice Chairman Buck Buchanan. Second was made by Board Member Tanner McDonald. **Motion** carried unanimously 5-0.

Chairman, Board of	Date:
Adjustments and Appeals	
John Knight Community Development Director	Date:

Chairman Ken Krebs adjourned the meeting at 3:19 p.m.

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Board of Adjustments and Appeals of the Town of Camp Verde during the Regular Session of the Board of Adjustments and Appeals of the Town of Camp Verde, Arizona, held on the 14th day of December 2021. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 14 day of December 2021

Jennifer R Reed

Jennifer Reed, Recording Secretary

Town of Camp Verde



Agenda Report Form - Section I

Meeting Date: Thursday, January 20, 2022				
☐ Consent Agenda ☐ Decision Agenda ☐ Executive Session Requested				
☐ Presentation Only ☐ Action/Presentation ☐ Work Session				
Requesting Department: Community Development				
Staff Resource/Contact Person: John Knight, Director				
Agenda Title: Public Hearing followed by Discussion, Consideration and Possible Approval of a Variance to encroach into the side yard setback for Moscato's Restaurant.				
List Attached Documents:				
 Exhibit A: Letter of Intent Exhibit B: Current Zoning Exhibit C: Current GIS, Yavapai County Exhibit D: Application Exhibit E: Letter to 300' Radius Neighbors with list of 14 recipients Exhibit F: Approved Minutes, Regular Session Mayor and Council, October 5th, 2011 with Agenda specific documents related to land exchange Exhibit G: Survey, 404-22-007B, Map and Legal Description 				
Estimated Presentation Time: 10 minutes				
Estimated Discussion Time: 20 minutes				
Reviews and comments Completed by:				
☐ Town Manager: N/A ☐ Department Head: John Knight, Director				
☐ Town Attorney Comments: N/A ☐ Risk Management: N/A				
Finance Department: N/A				
Summary: Salvatore Moscato, has requested a Variance to encroach upon the existing side setback of 10 feet. He is proposing to build a new wine cellar to be in line with the existing restaurant building. This would encroach into the required setback approximately 5 (five) feet with a roof overhang encroachment of approximately 10' (zero setback).				

Parcel: 404-22-007D, 404-22-007C and 404-22-006C**

Zoning: C2-4; Commercial: General sales and services

Acreage: 0.92 Acres (40,075 Square Feet), combined parcels

Address: 368 S. Main Street Salvatore Moscato

**Note: Mr. Moscato has submitted request to Yavapai County to combine these three (3) parcels.

Zoning District	C2-4	
Minimum Lot Area (square feet)	4,000 s.f.	
Minimum Width OR Depth (feet)	75'	
Maximum Bldg Ht (stories)	3	
Maximum Bldg Ht (feet)	40'	
Maximum Lot Coverage (%)	50%	
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' **Requested Variance	

Background: In 2021, Salvatore Moscato, purchased the longestablished Verde Café building and property. The applicant is in the process of remodeling the building to move from his current location in the old hotel (396 S. Main Street), to this new location. The restaurant previously met the exterior setback requirement of 10' (adjacent to W. Hollamon Street).

In 2011-2012, the Town of Camp Verde traded small parcels of land with the previous owner of the Café, in order to gain ownership of additional lands bordering W. Hollamon Street. The trade was made to complete the downtown improvement project which included adding/improving street parking along W. Hollamon Street. See diagrams 1 and 2.

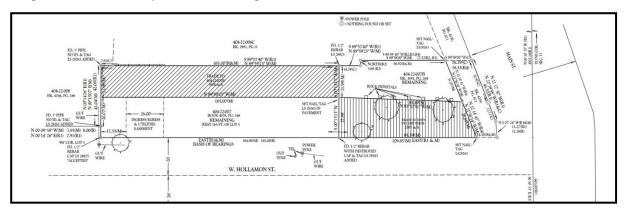


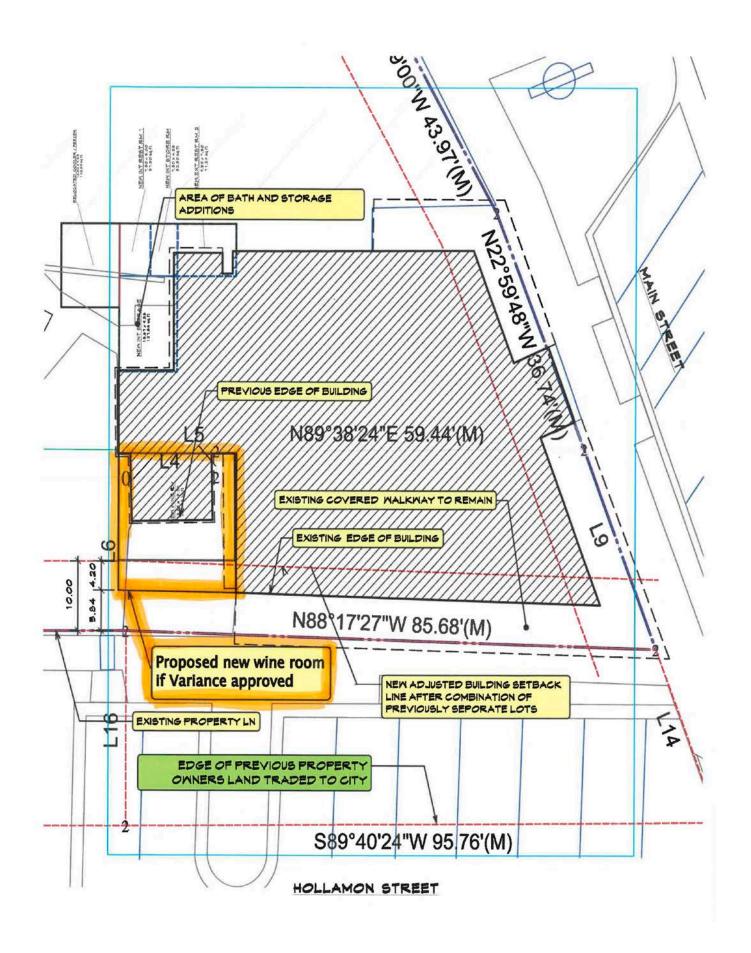
Diagram 1:



Note: Diagram not to scale

Diagram 2 - 2012 Survey for land exchange:





Procedures Completed by Applicant or Staff:

- Application formally requesting a Variance with all of the accompanying documentation, accepted December 3rd, 2021 (Exhibit D).
- Community Development Staff mailed out thirty-one (31) letters to property owners within three hundred (300) feet of the subject parcel on December 16th, 2021. This letter advised the neighbors of the Board of Adjustments meeting date, time and location (Exhibit E).
- Notice of Hearing was placed in the Bugle newspaper on December 26th, 2021 and January 2nd, 2022 by Community Development Staff.
- Notice of Public Hearing was posted on the Town bulletin board, Bashas public bulletin board and the Town website on December 21st, 2021.
- Notice of Public Hearing was posted on the subject property at 368 S. Main Street, on December 21st, 2021, by Community Development Staff.

Approval Criteria (Zoning Ordinance Section 602.A. and B.): Zoning matters decided by the Board of Adjustments and Appeals are intended to apply to specific properties or actions. Such decisions are not regarded as strict precedents; however, they may be considered in future matters under similar circumstances.

A. Variances

- 1. A variance from the Planning and Zoning Ordinance shall not be granted by the Board unless and until a public hearing has been conducted pursuant to Section 602. C, and until the property owner in a written appeal and at the public hearing demonstrates and the Board finds that all criteria required by subsections a. through e. have been met:
 - a. That special conditions and circumstances exist which are peculiar to the land, structure or building involved and which are not applicable to other lands, structures or buildings in the same District.
 - Staff Response: The conditions and specifications of this situation are unique to this property and came about when the Town of Camp Verde traded land parcels in order to improve parking along W. Hollamon Street.
 - b. That literal interpretation of the provisions of the Zoning Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same District under the terms of the Zoning Ordinance.
 - Staff Response: Denial of this Variance will deny the applicant the ability to improve his property similar to other nearby properties which have been constructed with setbacks less than ten (10) feet. This would result in smaller footprint of the proposed addition and deprive the applicant of rights enjoyed by other properties in the same zoning district. Staff has identified approximately fourteen (14) buildings on Main Street that have less than a ten (10) foot front setback. Many of these building have a zero (0) foot setback.
 - c. That the alleged hardships caused by literal interpretation of the provisions of the Zoning Ordinance include more than personal inconvenience and financial hardship and do not result from actions that are self-imposed or for economic gain by the applicant.
 - Staff Response: This hardship was not caused nor created by the applicant, but came about as a result of (1) the Town seeking to improve the downtown infrastructure and (2) the historical development pattern on Main Street.
 - d. That granting the variance requested will not confer upon the applicant any special privilege that is denied by the Zoning Ordinance to other lands, structures or buildings in the same District.
 - Staff Response: Granting of this Variance will not confer upon the applicant any special privilege as legal-non-conforming properties are already common in this zone and neighborhood. As noted above, there are numerous buildings downtown that don't meet the exterior setback requirements.

e. That granting the variance requested will not interfere or injure the rights of other properties in the same District.

Staff Response: Granting of this Variance will not interfere nor injure the rights of other properties in this zone and neighborhood as there are already several legal, nonconforming buildings along W. Hollamon Street and Main Street.

2. The Board MAY NOT:

a. Make any changes in the uses permitted in any zoning classification or zoning District, or make any changes in the terms of the Zoning Ordinance, provided the restriction in this paragraph shall not affect the authority to grant variances pursuant to this article.

Staff Response: Granting of this Variance will not make any changes to uses permitted in this zone or district. Note that a restaurant is a permitted use in the C-2 zone.

b. Grant a variance if the special circumstances applicable to the property are self-imposed by the owner.

Staff Response: The special circumstances were not self-imposed, but came about at the initiation of the Town of Camp Verde for the purpose of improving Town infrastructure.

Staff Recommendation: Staff recommends granting this Variance based on compliance with the above referenced criteria.

Neighborhood Comments: The Community Development office received one (1) email inquiry regarding this matter. Ms. Dianne Strathmere, owner of Mr. Mascoto's current location of the Old Hotel, 396 S. Main Street, emailed on Tuesday, December 21, 2021 asking for more information on the proposal.

Staff member B.J. Ratlief, met with Ms. Strathmere and her adult son at the Community Development Office on Friday morning, January 7th. Ms. Strathmere's questions were mostly about the Variance process and the map (site plan) that was part of the 300' letter. The process was explained in detail to her as well as reviewing the proposed site plan providing further explanation of the site plan. Ms. Strathmere's questions of process were answered. Additionally, she stated she had clear understanding of the proposed request. She advised Ms. Ratlief that she had no further questions on the matter and stated she had no comment on the proposal.

Recommended Motion: Motion to approve a variance request by owner Salvatore Moscato, to allow encroachment into the required ten (10) foot exterior yard setback for a building located on parcels 404-22-007D, 404-22-007C and 404-22-006C. This property is located at 368 South Main Street in Camp Verde, Arizona.

TOWN OF CAMP VERDE COMMUNITY DEVELOMENT DEPARTAMENT

Letter of intent Moscato Italian restaurant 368 s main st Camp Verde Az, 86322

TO WHOM IT CONCERN,

Project descriptions,

- Addition in an exciting building.
- Approve de variance for the set back.
- Hollamon St side building to look uniform.

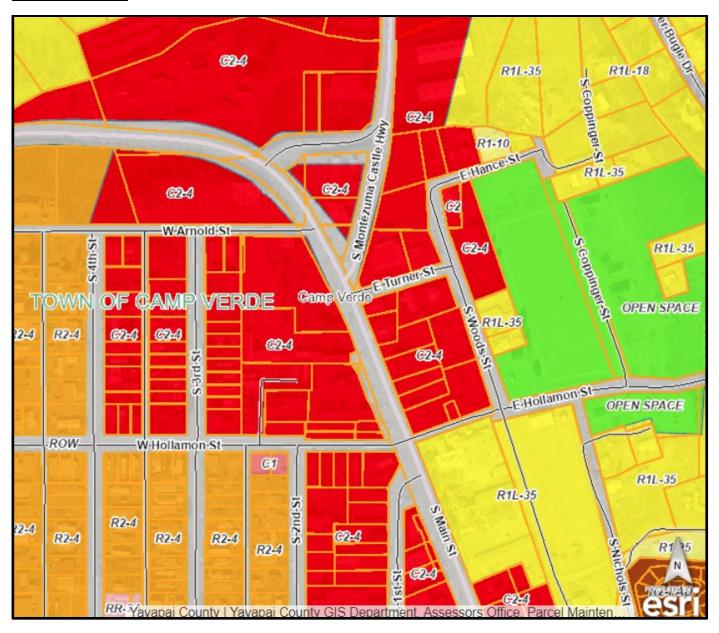
The purpose of this project is for the side of the existing building/ future restaurant to look uniform with the existing building and not creating more corner and create a better land keeping for our beautiful downtown.

Sincerely Salvatore Moscato [928]821-6561 Silvano75@hotmail.com Enclosure

> 404-22-006C Salvatore Moscato LAND: Variance Request

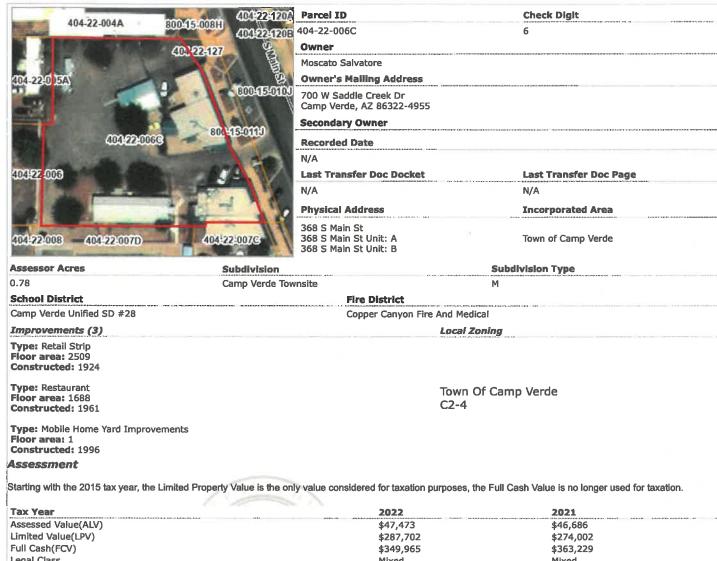
20210717 368 S. Main Street

Current Zoning:



13January2021: https://gis.yavapaiaz.gov/v4/map.aspx?search=403-18-044#

Yavapai County Print Parcel



I ax year	2022	2021
Assessed Value(ALV)	\$47,473	\$46,686
Limited Value(LPV)	\$287,702	\$274,002
Full Cash(FCV)	\$349,965	\$363,229
Legal Class	Mixed	Mixed
Assessment Ratio	16.5%	17%
Usage Code	1220 🐧	3010 🐔
Tayon		

2021 Taxes Billed **Tax Area Code**

\$6,486

Recorded Documents & Sales (1)

Book/Page **Date Type** Cost 6/30/2021 2021-0047355 \$1,300,000 Warranty Deed

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. Users should independently research, investigate and verify all information.

By using this website, the user knowingly assumes all risk of inaccuracy and walves any and all claims for damages against Yavapai County and its officers and employees that may arise from the use of this data and agrees to indemnify and hold harmless Yavapai County and its officers and employees to the fullest extent permitted by law. By using this website, the user also agrees that data and use of this website may not be used for commercial purposes.

1/13/22, 10:48 AM Print Parcel

Yavapai County Print Parcel



Owner

Moscato Salvatore

Owner's Mailing Address

700 W Saddle Creek Dr Camp Verde, AZ 86322-4955

Secondary Owner

Recorded Date

9/1/2012 12:00:00 AM

Last Transfer Doc Docket Last Transfer Doc Page

8

Physical Address Incorporated Area

N/A Town of Camp Verde

Assessor Acres Subdivision **Subdivision Type** 0.08 Camp Verde Townsite

School District Fire District

Camp Verde Unified SD #28 Copper Canyon Fire And Medical

Improvements (0) Local Zoning

Town Of Camp Verde No Improvements found.

C2-4

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	2022	2021
Assessed Value(ALV)	\$1,690	\$1,610
Limited Value(LPV)	\$11,269	\$10,733
Full Cash(FCV)	\$16,668	\$16,668
Legal Class	Vacant or Other	Vacant or Other
Assessment Ratio	15%	15%
Usage Code	0021 7	0021 7

Taxes

Tax Area Code

\$226

Recorded Documents & Sales (2)

Date	Book/Page	Туре	Cost
6/30/2021	2021-0047355	Warranty Deed	\$1,300,000
9/6/2012	4904-39	Warranty Deed	\$13,396

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. Users should independently research, investigate and verify all information.

By using this website, the user knowingly assumes all risk of inaccuracy and waives any and all claims for damages against Yavapai County and its officers and employees that may arise from the use of this data and agrees to indemnify and hold harmless Yavapai County and its officers and employees to the fullest extent permitted by law. By using this website, the user also agrees that data and use of this website may not be used for commercial purposes.

1/13/22, 10:49 AM Print Parcel

Yavapai County Print Parcel



Parcel ID	Check Digit
404-22-007C	Q

Owner

Moscato Salvatore

Owner's Mailing Address

700 W Saddle Creek Dr Camp Verde, AZ 86322-4955

Secondary Owner

Recorded Date

N/A

Last Transfer Doc Docket Last Transfer Doc Page

N/A

Physical Address Incorporated Area

N/A Town of Camp Verde

Assessor Acres Subdivision **Subdivision Type** 0.06 Camp Verde Townsite **School District Fire District** Camp Verde Unified SD #28 Copper Canyon Fire And Medical Improvements (1) Local Zoning

Type: Restaurant Town Of Camp Verde Floor area: 1093 C2-4 Constructed: 1942

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	2022	2021
Assessed Value(ALV)	\$7,758	\$7,599
Limited Value(LPV)	\$44,330	\$42,219
Full Cash(FCV)	\$82,847	\$88,325
Legal Class	Commercial	Commercial
Assessment Ratio	17.5%	18%
Usage Code	2010 ?	2010 7
Taxes		

Taxes

	201 M . 111 .	
Tax Area Code		2021 Taxes Billed
2872		\$1,065

Recorded Documents & Sales (1)

Date	Book/Page	Туре	Cost
6/30/2021	2021-0047355	Warranty Deed	\$1,300,000

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. Users should independently research, investigate and verify all information.

By using this website, the user knowingly assumes all risk of inaccuracy and waives any and all claims for damages against Yavapai County and its officers and employees that may arise from the use of this data and agrees to indemnify and hold harmless Yavapai County and its officers and employees to the fullest extent permitted by law. By using this website, the user also agrees that data and use of this website may not be used for commercial purposes.

Application #: 2021. 0717



Land Use Application Form

1. Application is made for:			
Zoning Map Change	Use Permit		Temporary Use Permit
Conceptual Plan Review	Preliminary Plat		Final Plat
PAD Final Site Plan Review	Variance	-i	Appeal
Street Abandonment Administrative Review	Minor Land Divis		Wireless Tower Zoning Verification
Development Standards Review	•	Other:	Zoning Vermoation
2. Project Name: MOSCATO	RESTAU &	ZANT	
3. Contact information: (a list of additional co.	ntacts may be attache	d)	
Owner Name: SALVATORE M	nosato		Alvatore Moscato
Address: 700 W SADDLE	CROCK DR	_	W SADULGCEBER DR
City: (AMP VORIX) State: A Zi	p 8632Z	C200 C200	205 State: <u>A2</u> Zip: <u>863</u> &
Phone: 928 821 6561			821-6561
E-mail: Silvallo 759 hot			4NO 759 hot/14il 604
4. Property Description: Parcel Number	1	CHICKI	Acres: 0.93
Address or Location: 368 S ma	in st CF	TMP Veer	OG AZ 28372
Existing Zoning: <u>C2-4</u>	_ Existing Use:	cStaura	vt
Proposed Zoning: SAHG	_ Proposed Use:	SAME	
5. Purpose: (describe intent of this application	in 1-2 sentences)		\
	WING RO		e ATTHE SEME
Existing Bulbing lie	ve And	not in t	rHE 10' Rules.
THANK PY 15			
6. Certification:			
I certify that I am the lewful owner of the parce			
attached a completed Permission to Enter form	tor donsent to access	s the property regardin	g this action.
Owner: Ow	lute	Date:	RC 3- 2021
I certify that the information and attachments I have			
I am acting with the knowledge and consent of Camp Verde must be submitted prior to having			naterials and fees required by the Town of
Applicant Applicant	There		De 3-2021
	7		



Town of Camp Verde

Community Development

◆ 473 S. Main Street, Suite 108 ◆ Camp Verde, Arizona 86322
 ◆ Telephone: 928.554.0050 ◆ www.campverde.az.gov ◆

PERMISSION TO ENTER PROPERTY

APPLICATION #:	PARCEL NO: 16 - CORPORT 404-22-606
PROPERTY ADDRESS: 365 MAI	UST CAMP VERNE AZ 86382
PROPERTY OWNER'S NAME: SALVA	re Moscato
ADDRESS: 700 W SADDLE CRO	ZK DR CAMPERDE 128632
PHONE NO.: 928-821 6361	ZK DP CAMPERDE AZ 8632
I the undersigned hereby give permission to the	Town of Comp Vorde Community Dayslonment

I, the undersigned, hereby give permission to the Town of Camp Verde Community Development Department or Public Official, in the discharge of duties stated herein, and for good and probable cause, to enter the above described property to inspect same in connection with the application made under the terms of Camp Verde Town Codes or Ordinances. Such investigation may be made to determine whether or not any portion of such property, building, grading or other structure is being placed, erected, maintained, constructed, or used, in violation of the Codes or Ordinances of the Town of Camp Verde or any other agencies that they have agreements with that pertain to the building, grading, placement of structures, or use associated with the property. Such entry shall be within 90 days of the date of my signature or within the active limitations of any permits issued to me by the Town of Camp Verde for land use, building, grading, erecting, maintaining or constructing. Such entry shall be limited between the hours of 7AM and 6PM MST. I understand that this permission to enter property is OPTIONAL and VOLUNTARILY GIVEN and may be withdrawn or revoked (either in writing or orally) at any time.

Property Owner or Designated Agent

1)(e 3 - 602)

(Must have signed Designation of Agent from Property Owner on file)



Town of Camp Verde

Community Development Department

- ♦ 473 S. Main Street, Suite 108 ♦ Camp Verde, Arizona 86322 ♦
 - ◆ Telephone: 928.554.0050 ◆ www.campverde.az.gov ◆

December 16, 2021

Dear Land Owner:

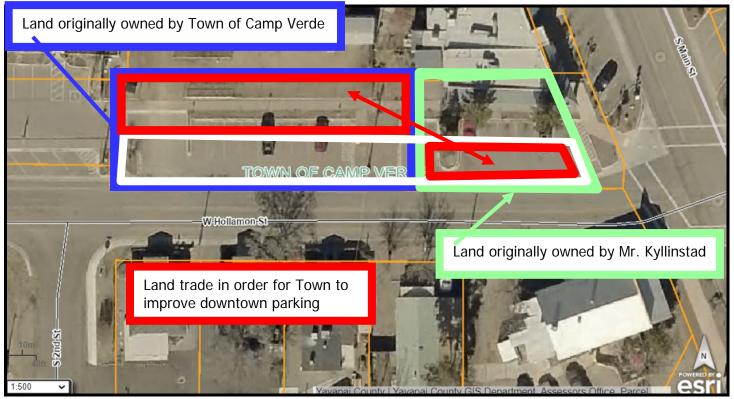
You are receiving this letter because a land owner within 300 feet of your parcel has requested a Variance from the Town of Camp Verde. This request will be heard at a public hearing by the Board of Adjustments & Appeals on Thursday, January 20th, 2022 at 3pm in the Council Chambers, 473 S. Main Street, Camp Verde, AZ.

The applicant/property owner, Salvatore Moscato of 368 Main Street, has requested a Variance from the Town to encroach upon the existing side setback of 10 feet. He is requesting a Variance to build a new wine cellar to be in line with the existing restaurant building. This would encroach into the required setback approximately 5 (five) feet with a roof overhang encroachment of approximately 10' (zero setback).

Background: Earlier this year, Salvatore Moscato, purchased the long-established Verde Café building and property. The applicant is in the process of remodeling the building to move from his current location in the old hotel (396 S. Main Street), to this new location

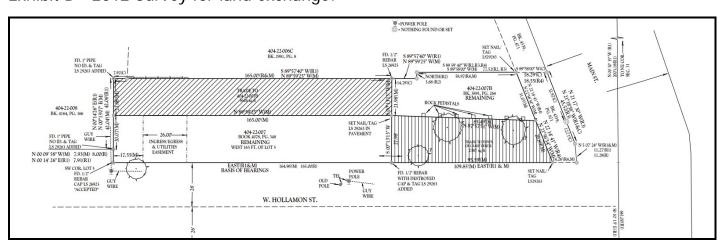
When the restaurant was originally built, it met the zoning setback which required 10 feet between the building and the southern (Hollamon Street) boundary of this parcel. However, in 2011-12, the Town of Camp Verde, in order to complete the downtown improvement project, traded small parcels of land with the previous owner of the Café, in order to gain ownership of additional lands bordering Hollamon Street. The trade was made to complete the downtown improvement project which included adding/improving street parking along Hollamon Street. See exhibits A and B on page 2.

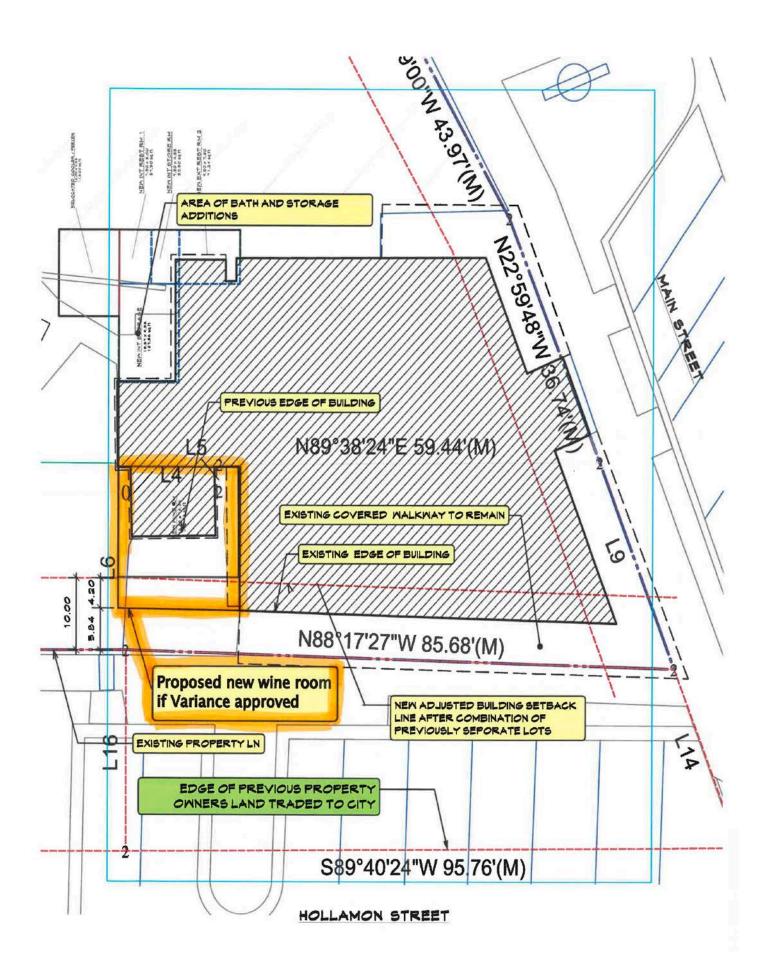
Exhibit A:



Note: Diagram not to scale

Exhibit B - 2012 Survey for land exchange:





Application Type: Variance; Encroach into 10' side setback

Application Number: 20210687

Property Description: 0.92 acres, parcel(s) 404-22-007D, 404-22-007C

and 404-22-006C, Zoned C2-04

Hearing Date & Time: Tuesday, January 20th, 2022 at 3pm

Hearing Location: Council Chambers, Suite 106,

473 S. Main Street, Camp Verde

The agenda with accompanying documentation will be available on the Town website approximately 1-week prior to the meeting. It may be found at: https://www.campverde.az.gov/departments/boards-commissions/board-of-adjustments-appeals/-toggle-all

This is a public meeting which you may attend and be heard regarding this matter.

Additional information may be obtained by contacting the Community Development Department at (928) 554-0054, or by emailing bj.ratlief@campverde.az.gov. Written comments may be dropped off at the Community Development Office, located at 473 S. Main Street, Suite 108, or may be mailed to the Department at 473 S. Main Street, Suite 108, Camp Verde, AZ 86322. Respectfully,

John Knight, Director Community Development, Town of Camp Verde John.Knight@campverde.az.gov or (928) 554-0053

cc: Project File

4.6.1

MINUTES REGULAR SESSION MAYOR AND COUNCIL

COUNCIL CHAMBERS

WEDNESDAY,OCTOBER 5, 2011 . 6:30 P.M.

Minutes are a <u>summary</u> of the actions taken. They are not verbatim. Public input is placed after Council motions to facilitate future research. Public input, where appropriate, is heard prior to the motion

1. Call to Order

The meeting was called to order at 6:30 p.m.

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, Councilors Buchanan, George, Whatley, Baker and German were present.

Also Present: Town Manager Russ Martin, Public Works Director Ron Long, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by German.

- 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) Executive Session (Recorded) September 28, 2011
 - Special Session September 28, 2011
 - 3) Executive Session (Recorded) September 21, 2011
 - 4) Special Session September 21, 2011
 - 5) Regular Session September 21, 2011
 - b) Set Next Meeting, Date and Time:
 - 1) October 19, 2011 at 6:30 p.m. Regular Session
 - 2) October 26, 2011 at 6:30 p.m. Council Hears Planning & Zoning Matters
 - 3) November 2, 2011 at 6:30 p.m. Regular Session
 - 4) November 16, 2011 at 6:30 p.m. Regular Session/Council Hears Planning & Zoning Tentatively Combined
 - 5) November 23, 2011 at 6:30 p.m. Council Hears Planning & Zoning Matters CANCELLED
 - c) Possible approval of a Special Event Liquor License application for Greater Phoenix Youth at Risk, Inc. to be used at the Verde Valley Fall Festival located at Jackpot Ranch on October 21, 22, & 23, 2011 from 10:00 a.m. to 6:00 p.m. and from 10:00 a.m. to 4:00 p.m. on Sunday, 10/23/11. Staff Resource: Debbie Barber
 - d) Possible award of bid and authorization to execute contract documents for the Salt Mine Road Stabilization and Improvements Project (Bid 11-092) between the Town of Camp Verde with the lowest responsive bidder to be determined upon bid opening scheduled for October 4, 2011. Staff Resource: Ron Long

On a motion by Kovacovich, seconded by Whatley, the Consent Agenda was unanimously approved as presented, pulling Items 4.a)4) and 5), and Item 4.d).

Mayor Burnside requested that the Minutes, Items 4.a)4) and 5) be pulled for corrections, and that Item 4.d) be pulled for discussion.

4.a)4) and 5): Approval of the Minutes

On a motion by Kovacovich, seconded by Baker, the Council unanimously approved Items 4.a)4) and 5), with the changes made.

Burnside referred to Item 4.a)4), the Minutes of the September 21st Special Session and requested a change to the statement that the Special Session was recessed at 5:04 p.m. and reconvened at 4.51 p.m. Also, on Page 4 of Item 4.a)5), the Minutes of the September 21st Regular Session, last paragraph, Burnside stated that for clarification and the recording only, Baker correctly referenced that Camp Verde uses the Uniform Building Code; for the record, it should be

clarified that Camp Verde uses the International Building Code 2006.

4.d): Possible award of bid and authorization to execute contract documents for the Salt Mine Road Stabilization and Improvements Project (Bid 11-092) between the Town of Camp Verde with the lowest responsive bidder to be determined upon bid opening scheduled for October 4, 2011.

On a motion by German, seconded by Baker, the Council unanimously moved to approve the agreement and authorize the Mayor to execute the agreement for the Salt Mine Road Stabilization Improvements Project between the Town of Camp Verde and the lowest responsible bidder.

On a motion by German to amend the original motion, seconded by Baker, the Council unanimously approved adding the contingency amount.

Burnside noted that the Background Information on the Agenda Item Submission Form stated that prior to the Regular Meeting on October 5 staff will review the bid for compliance with all bid procedures; during the Regular Meeting staff will make their recommendation for awarding the bid to the responsive bidder offering the Town. Burnside requested that presentation.

Public Works Director Ron Long presented a breakdown of the bids received and opened on Tuesday, October 4; noting that the low bidder was C.T. Price. Long said staff is recommending approval of the Base Bid price plus the added alternates for a total of \$49,413.00, as well as a contingency item in the amount of \$9,883.00, to be used only as authorized by the Town Engineer and the Town Manager, amounting to a total of \$59,296.00. Long detailed the research into the background and qualifications of C.T.Price and their standing as a contractor. In response to a question from Baker, Long explained the proposed contingency item that would be funded by the Town, pointing out that it was a common provision in connection with construction projects. Baker and Burnside further discussed with Long the bidding process, his engineer's estimate, the various factors that form the basis for the ultimate award of a contract, and the distinction between a "responsive" bid and a "responsible bidder."

5. Special Announcements & Presentations

There were no announcements or presentations.

6. Council informational Reports.

German reported on her attendance at the Superintendent's Advisory Council first meeting for this academic year, during which the technology changes in education were addressed. Also, a recent Arizona School Board Association brought forth an excellent discussion on why some people are more successful than others; a presentation was given about young people in particular and how many "strings," or support from people that they have in their lives.

George reviewed his recent activities and meetings, including a September 22 meeting presented by the Yavapai County Assessor, and on September 26 the Verde River Basin Partnership meeting. He volunteered to be the representative from Camp Verde at future meetings of the VRBP. On September 27 he attended a meeting on economic development, and water management in the Verde Valley; September 28 was the Committee Meeting of the Verde Valley Transportation Planning Organization. On October 29 there will be a showing of the Kingdom of the Spiders, and there will be a free fee day at Fort Verde on that date.

Whatley added that the Spiders event starts at 3:30. Trick or Treat Main Street will be held on Halloween Night; the football team is now 6-0, and Friday night will be playing Tempe Prep at Valley Christian Academy. On September 24th Whatley participated in Clean-Up Day sponsored by the LDS Church. Whatley reminded everyone of the Fort Verde Days Parade at 10:00 on October 8. Whatley said she had attended the Sedona book sale on October 1, and brought back a copy of the Official Book of the Arizona Centennial; she displayed the book and reviewed the section highlighting Camp Verde.

Call to the Public for items not on the agenda.

(Comments from the following individuals are summarized.)

Gary Thompson, from the Camp Verde Chamber of Commerce, said he had been contacted by Alcantara, a member business that belongs in the County and is close to the Town borders and interested in becoming annexed and collecting sales tax for the Town of Camp Verde. He also commented on the Centennial Book and the Clean-Up Day described by Whatley, as well as the Kingdom of the Spiders upcoming event. Mr. Thompson noted the Grand Opening of The Hom this Saturday at 11:00 a.m.

Ramona Aldridge, also representing the Chamber tonight, gave an update on the Board meetings since there has been no Town Council liaison attending the meetings since June. She reviewed five items of interest, including formation of a Quick Response Team to advocate for existing or potential businesses; the desire to work together to improve lines of communication between the Town, Visitors Center and the Chamber; the float and activities planned for the parade this year; and there will be a Chamber Plaque for a Chamber Choice Award float. The Chamber will be working with the Historical Society on the Centennial Historical Celebration, and Healthy Thymes carries Centennial merchandise. The Chamber plans on finding a way to capitalize on the 50,000 visitors per month at the Montezuma Castle.

Justin Wertz again spoke on the campaign in connection with skateboarding, and the stress on safety measures.

Howard Parrish referred to the Colonel's Daughter event and thanked Ron Long for providing a water truck to keep the dust down, adding that those who were not there missed a really good show.

Debra Allenbaugh from the Jackpot Ranch, wanted to thank the Council for approving the promotion; if anyone has questions, her phone number is 602-446-3120.

There was no further public input.

- 8. Presentation and discussion with Thomas Combrink, Northern Arizona University, W.A. Franke College of Business, concerning the Arizona Wine Tourism industry. Mr. Combrink served as senter researcher for the Arizona Office of Tourism study that included 11 wineries across the State. This report was released in June 2011 and has been presented to other Councils. Staff Resource: Molissa Preston this item will be heard on the October 19th Meeting.
- 9. Presentation by Henry Provencio, Team Leader of Four Forest Restoration Initiative (4FRI). 4FRI is a collaborative effort to restore forest ecosystems on portions of four national forests, the Coconino, Kaibab, Apache-Sitgreaves, and Tonto, along the Mogollon Rim in Northern Arizona. Staff Resource: Debbie Barber There was no action taken.

Town Clerk Barber introduced the speaker, Henry Provencio, who gave a comprehensive report on the subject Restoration Initiative that is primarily along the Mogollon Rim focusing on 2.4 million acres of Ponderosa Pine forest that extends all the way from the Grand Canyon to the border with New Mexico and Arizona. Mr. Provencio noted that the Initiative is a collaborative effort supported by approximately 30 stakeholders, and reviewed the plans to accomplish the main goals of the 4FRI.

The Council discussed in detail with Mr. Provencio the contracting process for the logging issues, the Memorandum of Understanding between the 4FRI and the U.S. Forest Service, and concern regarding road closures as part of the restoration efforts. Mr. Provencio noted that the issue of cattle grazing is outside the scope of this project, but there would more than likely be more opportunity for increasing the allotments for cattle grazing.

- Discussion, consideration, and possible approval of Resolution 2011-856, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, supporting the "Save Arizona's Forest Environment" (SAFE) Plan. Staff Resource: Requested by Council at the 9-21 Regular Session for further discussion & public input.
 - On a motion by Buchanan, seconded by German, the Council voted 5-2 to approve Resolution 2011-856, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, supporting the "Save Arizona's

Forest Environment" (SAFE) Plan, as requested by the Council at the 9-21 Regular Session for further discussion and public input; with Whatley and George opposed.

Councilor Buchanan explained that he had planned for the Forest Service to present their viewpoints on the topic, as well as to invite input from both the public and the Cattle Growers Association. Paul Groseta, Yavapai Cattle Growers President, thanked Mr. Provencio for his presentation on 4FRI. Mr. Groseta said that the main thing the Cattle Growers is seeking is emergency relief for five years, that 4FRI is a project, whereas the SAFE Plan is only an idea that needs Congressional approval and is facing many hurdles. Mr. Groseta added that last night the Cities of Cottonwood and Kingman had endorsed the SAFE Plan.

In connection with the invitation for public input, Mr. Provencio said he wanted to make clear that there is no competition between 4FRI and SAFE. There was a brief discussion with Mr. Provencio regarding the issue of the NEPA process as it relates to the 4FRI project in response to concern from Baker.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Charlotte Salsman stated that she is in favor of the SAFE program; we need to have the cattle back out there.

Howard Parrish commented on the millions of board feet of lumber going to waste in the trees lying on the ground, with Forest Service signs stating "No Wood Cutting."

W. Shill said he supports the Cattlemen's initiative; to let the forest get overgrown, or have controlled fires, is a true waste of our natural resources. He would like the Town to support the initiative.

Don Goddard said he had recently tried to buy some rough cut 2 x 12's; we have the largest Ponderosa Pine forest in the United States, and the 2x12's can't be bought from our forest.

Steve Harris commented that one of the reasons for the big fires is without enough cattle on the forest, the grass grows so much that there is too much fuel to feed the fires; he supports the SAFE Plan.

There was no further public input.

German commented that the public should realize that the governmental restrictions that are imposed, such as the NEPA process, tend to tie the hands of the Forest Service in many areas; they should be given kudos for doing what they are doing; it is a start. Buchanan said he appreciated getting more information, as he had requested. He said he is definitely in support of the Cattle Growers, and both of the plans working together can be helpful. Whattey questioned whether 4FRI and SAFE have been working together, and she personally trusts the Forest Service to manage our public land. George also expressed some concern regarding the SAFE Plan.

Discussion, consideration, and possible direction to staff to prepare and authorization for the Mayor to execute ail necessary paperwork to complete the exchange of land on Hollamon Street between the Town (a portion of 44 W. Hollamon) and the owner of parcel 404-22-007B (a portion of the northwest corner of Hollamon & Main Streets)in order to facilitate the progress of the Hollamon Street Sidewalk project on the North side of Hollamon. Staff Resource: Ron Long

On a motion by German, seconded by Kovacovich, the Council voted 6-1 to direct staff to prepare an authorization for the Mayor to execute all necessary paperwork to complete the exchange of land on Hollamon Street between the Town (a portion of 44 W. Hollamon) and the owner of Parcel 404-22-007B (a portion of the northwest comer of Hollamon and Main Streets) in order to facilitate the progress of the Hollamon Street Sidewalk project on the North side of Hollamon; with Baker opposed.

Long said that this item has been brought back to follow up on the July 20th meeting and that a copy of the Minutes of that meeting were attached to the packet. A survey has identified the subject two equal sections of property. The Town

property is currently used for parking for the businesses located in that area. Long referred to the CDBG grant received for a sidewalk project along Hollamon Street; plans have been made to have the sidewalk located on the north side of Hollamon Street and right across the subject properties. The proposed trade of properties would allow the Town to construct the sidewalk continuously on down the north side, and to provide room to make future improvements on the intersection on Hollamon, which Long pointed out were shown on the drawings that had been presented on July 20. The trade is equal in land value, and Long recommended that the costs of survey work, document preparation and recordation be split equally between the Town and the owners of the other parcel, so that the benefits to each of the parties would be fair and equal.

The Council discussed with Long the proposed project and property trade, with Baker requesting a further explanation regarding the decision to construct the sidewalk on the north side of Hollamon, instead of having it on the south side and keeping and improving the parking lot that the Town currently has, which had been originally considered. Long reviewed the factors that had influenced the decision, including issues of drainage, right-of-way, and existing driveways on the south side. Long confirmed that no concern regarding the project had been expressed by any of the property owners along Hollamon Street.

12. Call to the Public for items not on the agenda.
There was no public input.

13. Manager/Staff Report

Town Manager Martin reported that he had a recent version of the Map from the Independent Redistricting Committee, and displayed the change that had been made showing the area that would include Camp Verde, and would be in the 1st Congressional District. If interested, the document includes a list of the schedule of open meetings throughout the State. Martin also announced that he will be out of the office Wednesday and Thursday next week, visiting family in New Mexico; Dave Smith will be available, or Martin can be reached by cell phone.

14. Adjournment

On a motion by German, seconded by Baker, the meeting was adjourned at 7:59 p.m.

Bob Burnside, Mayor

Margaret Harper/Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on the 5th day of October 2011. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this 24 day of Otober, 2011.

Debbie Barber, Town Glerk Deput Town Clark





Town of Camp Verde

4@[e1@] ₆ #]1	ថ្នាម៉ែបស្បានទីការ <mark>ទ</mark> ីលិវក	_Secuonits
Meeting Date: July 20,	2011	at the state of th
☐ Consent Agenda	Decision Agenda	Executive Session Requested
☐ Presentation Only		1
Requesting Departmen	nt: Public Works	W I
Staff Resource/Contac	t Person: Ron Long	¥ .
between the Town and the order to facilitate the fina	n, and possible direction to ne owner of parcel 404-22- I design of the Hollamon S	staff to prepare documentation relative to an exchange of land -007B at the northwest corner of Main and Hollamon Streets in threet sidewalk and bring back to Council for final approval.
Item #7 (3.) Parcel map and sidewalk as it may o Note: the conceptual des presentation only. The o	o depicting the general area or could appear on the sout sign <u>is not to scale and is v</u>	uncil Minutes – Item #16 (2.) August 6, 2003 Council Minutes – a of land to be exchanged. (4.) Conceptual Design of parking lot them boundaries of the two parcels involved in the exchange. without survey accuracy; it is provided as an idea and visual urn lane, which is not included in the CDBG project, but would be nge is approved.
Estimated Presentation	7 Time: 5 minutes	
Estimated Discussion	Time: 10 minutes	
Reviews Completed by	7.	
Department Head:	Ron Long	own Attorney Comments: N/A
Finance Departmen	nt N/A	
Fiscal Impact:	8	
Budget Code:		Amount Remaining:
Comments:		

Background Information: July 23, 2003 and August 6. 2003 Council considered and instructed staff to purchase 64 W. Hollamon St. specifically for use in negotiating the Main Street Beautification project with the owners of parcel 404-22-007B. The Town did purchases 64 W. Hollamon St., but it was not considered in the negotiations of the Main Street Beautification. The lot has remained vacant and used casually as a parking area. On May 18, 2011, Council directed staff to work with the owner of parcel 404-22-007B in order to reach an agreement for the exchange of land which will allow the Town to complete the CDBG Sidewalk project on the North side of Hollamon St.

Staff has discussed and reviewed the location, layout and size of the land swap areas as well as the *conceptual design* of the sidewalk with the owner of parcel 404-22-007B. Subject to a final survey, title search, and review of documentation the owner of parcel # 404-22-007B has agreed to the land exchange. (Note: preliminary measurements show that the owner of parcel 404-22-007B would convey to the Town *approximately* 2,880 sq. ft. of land. The Town would convey *approximately* 2,904 sq. ft. of land to the owner of parcel 404-22-007B; estimated to be within 24 square feet of one another)

Recommended Action (Motion): move to direct staff to undertake all necessary steps to complete the exchange of land between the Town and the owner of parcel 404-22-007B. And proceed with a final design for the sidewalk and parking lot on the north side of Hollamon Street.

Instructions to the Clerk:

Agenda Item Submission Form - Section II (Staff Report)

Town of Camp Verde

Agenda Item Submission Form - Section II (Staff Report)

Department: Public Works

Staff Resource/Contact Person: Ron Long

Contact Information: Ron Long, ext. 129

Background: Council has directed staff to work with the owner of parcel 404-22-007B to arrive at a mutually acceptable land swap, which is required in order to complete the sidewalk on the north side of Hollamon St. In conjunction with, but not a part of nor funded by, the CDBG Hollamon Street Sidewalk project, the Town wishes to improve 64 W. Hollamon St. from the current non-conforming use to parking lot that is compliant with Town code.

Statement of the Opportunity: Working with the owner of parcel 404-22-007B to arrive at a land exchange that will both satisfy the owner and allow the Town to complete the plans for the sidewalk, bring our parking lot to code, and build a future left turn lane.

Alternatives/Options/Solutions: Redesign the alignment of the sidewalk to the south side of Hollamon Street. This alternative would be the most costly, the additional funding that it would require has not been allocated in the 2011/2012 budget.

Comparative Analysis: Locating the sidewalk on the south side of Hollamon Street would require the realignment of the road in order to accommodate the required drainage and Right of Way and does not consider the non-compliant parking lot at 64 W. Hollamon. If the land swap is approved, the sidewalk will remain on the north side of Hollamon, as this CDBG funded project is approved. The land swap will allow for the improvements to downtown parking and traffic flow by providing Right of Way for a left turn lane.

Fiscal Impact to the Town: Immediate: Additional cost of survey, legal review, title documentation and ownership transfer. Long Term: The sidewalk will provide additional connectivity for safe pedestrian travel to and from Main Street businesses, combined with the additional parking, which will have the capacity to handle future growth (possibly increased business opportunity) and accommodate any potential change of land use.

Other Impacts: Reconfiguration of the parking area, sidewalk and left turn lane on Hollamon will offer long term benefits for development and growth of Hollamon and Main Streets.

Conclusion: Staff believes that the land exchange provides the opportunity to complete the Hollamon Street Sidewalk for safe pedestrian travel, it allows for the needs of local business and future growth; in addition, the Town can bring the parking lot up to code and plan for a better traffic flow from Hollamon at Main St. The owner of parcel 404-22-007B has indicated his agreement with the land exchange.

Recommendation: Direct staff to proceed per the Recommended Action.

DRAFT

MINUTES WORK SESSION MAYOR AND COUNCIL COUNCIL CHAMBERS WEDNESDAY, MAY 18 2011 5:30 P.M.

Minutes are a <u>summary</u> of the actions taken. They are not verbatim.

Public input is placed after Council motions to facilitate future research.

Public input, where appropriate, is heard prior to the motion

Call to Order

The meeting was called to order at 5:30 p.m.

2. Roll Call

Mayor Burnside, Vice Mayor Kovacovich, Councilors Whatley, Garrison, Baker, Roulette and German were present.

Also Present: Town Manager Russ Martin, Public Works Director Ron Long, Adm. Asst. Deborah Ranney, Councilor-Elect Alan Buchanan, Town Clerk Debbie Barber, and Recording Secretary Margaret Harper.

3. Pledge of Allegiance

The Pledge was led by Whatley.

4. Discussion, consideration, and possible direction to staff relative to the design of the proposed parking lot located at 44 W. Hollamon Street. Staff Resource: Ron Long

Prior to the discussion of this item, Councilor Roulette announced that he would step down as a Council member and participate as a member of the public, based on a possible conflict of interest.

Public Works Director Ron Long presented three design options for Hollamon Street, beginning at Main Street and going up to Sixth Street, using the CDBG Grant Fund. He noted that the first issue to be faced is getting the sidewalk by the parking lot area that the Town owns, as well as by the parking that is established at the corner. Referring to the three drawings provided in the agenda packets, Long said that Option A would provide all off-street parking for a total of 14 regular parking spaces and 5 handicap. Option B indicated parking for a total of 42 spaces by acquiring the parking spaces that are currently privately owned, perhaps through a trade for equal amounts of property with the business owner; that would provide public parking all the way down Hollamon. Option C showed 32 public parking spaces, with two handicap. Long suggested that the decision to be made was whether the Council wants to look at maximizing parking along Hollamon by making the trade, as well as the issue of determining the route for the sidewalk. The members then discussed with Long the suggested conceptual parking and sidewalk designs on each of the three drawings that had been provided.

PUBLIC INPUT

(Comments from the following individuals are summarized.)

Pete Roulette, on behalf of 37 Hollamon Street, discussed with Long the property lines indicated on the drawings, pointing out the location of a fence being planned by the business owner, adding that if they had a vote, they would probably vote for Option C. Roulette also requested that Long clarify the easement shown.

Murray Lichty said that looking at the issue from a common sense angle, he would say that Option B is a pretty good idea, but perhaps have diagonal parking, which might be safer. Also, if the sidewalk went all the way past the businesses up to Second Street, it would be of benefit to them; instead of a regular curb, have a rolled curb for ease in going in and out.

There was no further public input.

Discussing some concern expressed by Burnside regarding details shown on the drawings. Long confirmed

that the suggested trade of properties would be for the same amount of square footage, and that the details still need to be addressed with the property owner. Long also pointed out that the designs are conceptual only, not engineering drawings. Referring to the proposed parking designs, Burnside suggested that it would be good to make some revisions and try to reasonably and consistently follow some of the Town's own parking standards. Whatley said that since there has been no deal made with the property owner for the trade; if no deal is made then the choice would be Option C. Long said it would help him to have some idea of what the Council would like. Burnside suggested that it would be nice to have the sidewalk running down the road as it normally would, with parking away from the sidewalk; the last option would be to have the parking similar to that on Main Street.

Burnside noted that time had run out on the Work Session; Long said he believed that he had enough information from the discussion to proceed, and will bring back information to the Council. Whatley continued the discussion, saying that she thinks there is agreement to go ahead and try to talk to the property owner, it would give more options to discuss, and asked if everyone agreed with that. Baker said she would abstain on that; German also abstained.

Bob Burnside, M	ayor		
Margaret Harper	, Recording Secretary	0	
and Common Co	nat the foregoing Minutes a puncil of the Town of Camp held on the 18 th day of May	Verde during the Work Sess	inting of the actions of the Mayor sion of the Town Council of Camp e meeting was duly called and he



15. Manager/Staff Report

There was no Manager/Staff Report.

16. Council Information Reports:

Councilor Parrish wanted to thank everybody, especially the Parks & Rec staff, who came to the Cornfest, with special thanks to Hauser & Hauser who furnished the corn, and all the people who put the event together. He also felt that much of the success was due to people coming from everywhere; there was good music from Flagstaff, and everyone had a wonderful time.

Councilor Glola echoed what Parrish had said, thanking all of the tremendous number of volunteers and Town people who put out a great effort, making it a good event.

Discussion, or consultation with designated representatives of the Council in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale, or lease of real property located at 64 West Holloman. Note: Council may vote to go into Executive Session oursuant to ARS Sec. 38-431.03.A.7 to discuss this item.

On a motion by Reddell, seconded by Baker, the Council voted to go into Executive Session at 8:15 p.m.

17. Adjournment

The meeting was adjourned at 8:15 p.m.

Attachment #1

ACTIONS TAKEN REGULAR SESSION MAYOR and COMMON COUNCIL of the TOWN OF CAMP VERDE WEDNESDAY, AUGUST 6, 2003 6:30 P.M.

- 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) Special Session Council Hears P&Z July 30, 2003
 - 2) Council Hears Planning & Zoning July 23, 2003
 - 3) Regular Session July 16,2003
 - b) Set Next Meeting, Date, and Time:
 - 1) Regular Session August 20, 2003 at 6:30 p.m.
 - 2) Council Hears Planning & Zoning August 27, 2003 CANCELLED
 - Possible approval of exemption for a Town Vehicle pursuant to ARS §38-538.03.

On a motion by Gioia, seconded by Baker, the Council unanimously approved the Consent Agenda as presented.

- Call to the Public for Items not on the Agenda
 There was no public input.
- Discussion, consideration, and possible award of annual chip seal bid. This is a budgeted item.
 On a motion by Gioia, seconded by Teague, the Council unanimously approved Southern Arizona Paving Company for the chip seal in the amount of \$122,619.55.
 - Discussion, consideration, and possible approval to purchase property at 64 W. Holloman Street for a total of fifty-five thousand dollars (\$55,000) with closing costs to be shared by the seller.

On a motion by Baker, seconded by Parrish, the Council unanimously voted to direct staff to complete the purchase of the property at 64 West Holloman Street to conclude the Town's negotiations with Verde Café owners.

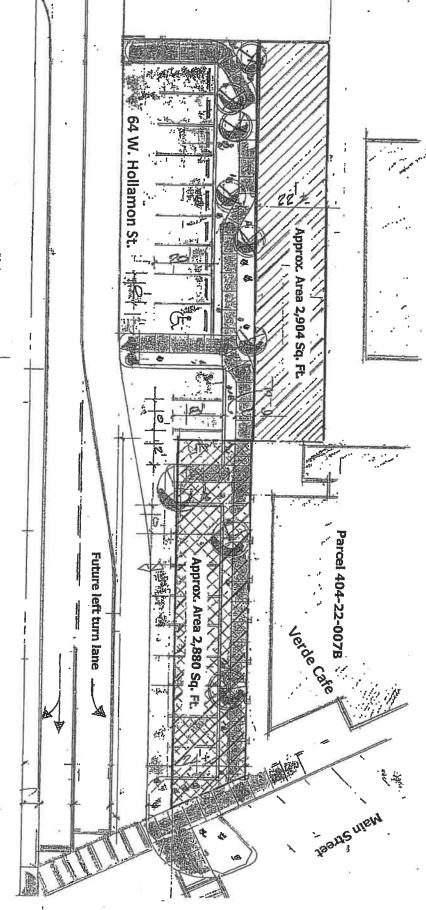
- 8. Discussion, consideration, and possible direction to staff to purchase banner poles for the Main Street Beautification Project at a cost of approximately \$8,000.
 On a motion by Parrish, seconded by Kovacovich, the Council unanimously voted to direct staff to purchase the poles from State Surplus, Reddell to set the template, the Town to buy the bolts and Ames the concrete, and Lee to make the best deal he can for the Town.
- Discussion, consideration, and possible creation of a Street Inspector/Street Worker position.

On a motion by Teague, seconded by Baker, the Council unanimously approved the creation of a Street Inspector/Street Worker position, and starting the in-house process for selection of that person.

10. Discussion, consideration, and possible direction to staff concerning the creation of a Teen Youth Commission.

Staff was directed to investigate and research further the possibility of forming a Teen Youth Commission, and to come back at a later date with a recommendation to Council.

TEVADO SE SALIS LON TIVOS OL LON – ATNO LEINOS



=, Approximate areas of land swap

Hollamon Street - Conceptual Parking Design

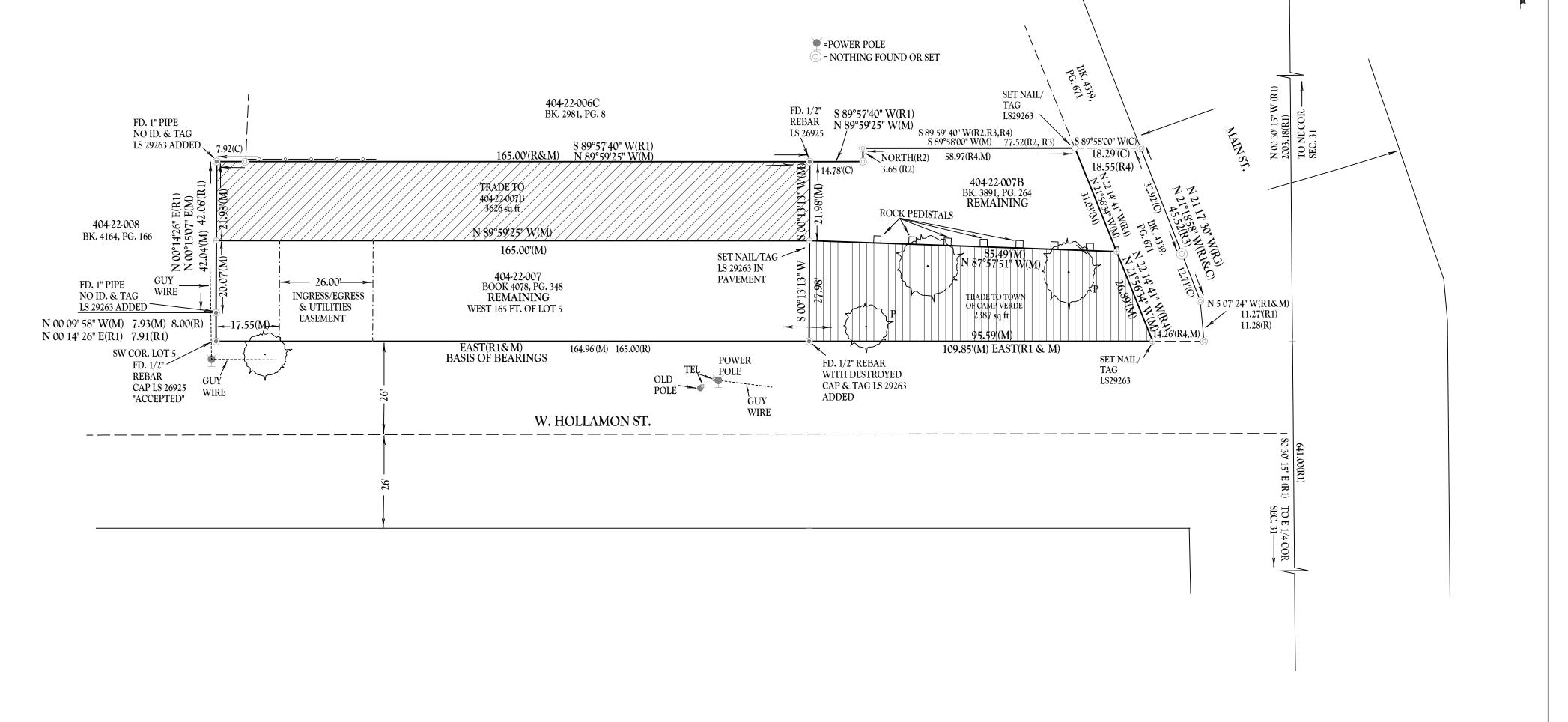
43

Attachment #4
Page 40 of 44

LOT LINE ADJUSTMENT PARCELS 404-22-007 & 404-22-007 B

PORTIONS OF LOT 5, PLAT OF CAMP VERDE TOWNSITE BEING THE SE1/4 OF THE NE1/4 OF SECTION 31, PART OF SW1/4 OF THE NW1/4, AND PART OF THE NW1/4 OF THE SW1/4 OF SECTION 32, T 14N, R 5E. G. &S.R.M., YAVAPAI COUNTY, ARIZONA, AS RECORDED IN BOOK 2 OF MAPS, PAGE 62 OF THE YAVAPAI COUNTY RECORDS

SCALE: 1"=20' DATE: 2/02/2012 (R)=RECORD BK. 2 OF MAPS, PG. 62 (R1)= BK. 104 L.S., PG. 51 (R2)=BK. 3891, PG. 264 (R3)=BK. 2981, PG. 8 (R4)= BK. 4339, PG. 617 (M)=MEASURED (C)=CALCULATED



THIS PLAT IS SUBJECT TO ALL CONDITIONS, RESERVATIONS, AND OTHER ITEMS OF PUBLIC RECORD ON THIS 2nd DAY OF FEBRUARY, 2012.

THIS PLAT DOES NOT PURPORT TO VERIFY THE OWNERSHIP OF ANY PROPERTY SHOWN OR INVOLVED IN THIS SURVEY. ANY EASEMENTS OR OTHER INCUMBRANCES SHOULD BE DETERMINED BY A TITLE SEARCH.

SURVEYOR'S CERTIFICATE:

THIS RESULTS OF SURVEY MAP AND THE FIELD SURVEY ON WHICH IT IS BASED WERE CONDUCTED DURING THE MONTHS OF DECEMBER, 2011, THROUGH FEBRUARY, 2012, UNDER MY DIRECT SUPERVISION AND IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

THIS MAP WAS PREPARED FOR A SPECIFIC PURPOSE PURSUANT TO AN AGREEMENT WITH THE CLIENT. ONLY THOSE EASEMENTS INDICATED ON THE ORIGINAL RECORDED SUBDIVISION PLAT ARE INDICATED ON THIS PLAT. NO ATTEMPT WAS MADE BY THIS SURVEYOR OR HAMMES SURVEYING LLC. TO DETERMINE IF ANY ADDITIONAL EASEMENTS OR ENCUMBRANCES EXIST. THEREFORE, A TITLE SEARCH WOULD BE NECESSARY TO DETERMINE IF ADDITIONAL EASEMENTS AND ENCUMBRANCES, IF ANY, MAY AFFECT THE SUBJECT PROPERTY. THIS SURVEYOR AND HAMMES SURVEYING LLC WILL NOT ACCEPT ANY LIABILITY FOR LOSS OR DAMAGES DUE TO ANY EASEMENTS, ENCUMBRANCES, SUBSURFACE CONDITIONS, STRUCTURES AND OR UTILITIES NOT INDICATED ON THIS PLAT.

SCOPE OF SERVICES

THE SERVICE PROVIDED IN THIS LOT LINE ADJUSTMENT. INCLUDES THE FOLLOWING:

- 1. LOCATING EXISTING BOUNDARY MONUMENTS AND
- REPLACING MISSING MONUMENTS ON SUBJECT PROPERTY.
 2. SHOWING EXISTING MONUMENTS USED TO DETERMINE
- POSITION OF MONUMENTS ON SUBJECT PROPERTY.

 3. SHOWING ON THIS PLAT CERTAIN EASEMENTS. SEE NOTE.
- 4. SHOWING VISIBLE ENCROACHMENTS THAT AFFECT SUBJECT PROPERTY.
- 5. PREPARE PLATS AND LEGAL DESCRIPTIONS OF PARCELS TO BE EXCHANGED.
 6. SET NEW PROPERTY CORNER MONUMENTS.

ACCEPTANCE OF THIS PLAT SIGNIFIES THE ACCEPTANCE OF THESE SERVICES.

MINOR LAND DIVISION PERMIT REQUIRED:
IN ORDER TO ENSURE THAT THE DIVISION OF LAND COMPLIES
WITH THE TOWN OF CAMP VERDE MINOR LAND DIVISION ORDINANCE,
A "MINOR LAND DIVISION PERMIT" MUST BE OBTAINED FROM
THE TOWN PRIOR TO THE DIVISION OF A PARCEL.

02/02/2012 EXPIRES 06/30/2013

HAMMES SURVEYING LLC 2100 VIA SILVERADO CAMP VERDE, AZ. 86322 (928) 282-5686 (928) 567-2833

HAMMES SURVEYING LLC 2100 VIA SILVERADO CAMP VERDE, ARIZONA 86322 (928)-567-2833 (928) 282-5686



Portion of 404-22-007B

Description for parcel of land being a portion of Block 3, Lot 5, Camp Verde Townsite, being a portion of the Southeast quarter of the Northeast quarter Section 31, and part of the Southwest quarter of the Northwest quarter of the Southwest quarter of Section 32, Township 14 North, Range 5 East, G. &S.R.M., Yavapai County, Arizona, as recorded in Book 2 of Maps, Page 62, said parcel being more particularly described as follows;

To find the place of beginning, begin at the Southwest corner of said Lot 5, being a found 1/2 inch rebar with plastic cap stamped "Accepted by LS 26925";

thence East (R1,M and basis of bearings for this description), a distance of 164.96 ft. (M), 165.00 ft. (R) along the South line of said Lot 5 to the Southwest corner of that certain parcel recorded in Book 3891, Page 264 and the TRUE POINT OF BEGINNING, being a found 1/2" rebar with destroyed cap and tag LS 29263 added;

thence continuing East (R1&M) along said South line of Lot 5, a distance of 95.59 ft. (M) to the Southwest corner of that certain parcel recorded in Book 4339, Page 671 of the Yavapai County records;

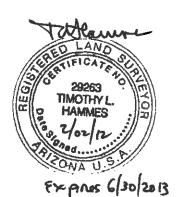
thence North 21 degrees 56 minutes 34 seconds West (M), North 21 degrees 14 minutes 41 seconds West (R4), along the West line of said parcel, a distance of 26.86 ft. (M) to a set nail with tag stamped LS 29263;

thence North 87 degrees 57 minutes 51 seconds West (M), a distance of 85.49 ft. (M) to a set nail in the pavement with tag stamped LS 29263;

thence South 00 degrees 13 minutes 13 seconds West (M), a distance of 27.98 ft. (M) to the place of beginning.

(R)= Book 2 of Maps, Pg. 62 (R1)= Book 104, L.S., Page 51 (R4)= Book 4339, Page 671 (M)= Measured

HAMMES SURVEYING LLC 2100 VIA SILVERADO CAMP VERDE, ARIZONA 86322 (928)-567-2833 (928) 282-5686



Portion of 404-22-007

Description for parcel of land being a portion of Block 3, Lot 5, Camp Verde Townsite, being a portion of the Southeast quarter of the Northeast quarter Section 31, and part of the Southwest quarter of the Northwest quarter of the Southwest quarter of Section 32, Township 14 North, Range 5 East, G. &S.R.M., Yavapai County, Arizona, as recorded in Book 2 of Maps, Page 62, said parcel being more particularly described as follows;

To find the place of beginning, begin at the Southwest corner of said Lot 5, being a found 1/2" rebar with plastic cap stamped "Accepted by LS 26925", from whence the Southeast corner of that certain parcel recorded in Book 4078, Page 348, bears East (R1,M, and basis of bearings for this description), a distance of 164.96 ft. (M), 165.00 (R1,M & R), being a found 1/2 inch rebar with a destroyed plastic cap and tag LS 29263 added;;

thence North 0 degrees 09 minutes 58 seconds West, 7.93 ft. (M), North 0 degrees 14 minutes 26 seconds East, 7.91 ft. (R1), 8.00 ft. (R), along the West line of said Lot 5 to a found 1 inch pipe and tag LS 29263 added;

thence North 0 degrees 15 minutes 07 seconds East (M), North 0 degrees 14 minutes 26 seconds East (R1), a distance of 20.07 ft. (M) along said West line of Lot 5, to a set 1/2" rebar with plastic cap stamped LS 29263, being the TRUE POINT OF BEGINNING;

thence continuing North 0 degrees 15 minutes 07 seconds East (M), North 0 degrees 14 minutes 26 seconds East (R1), a distance of 21.98 ft. (M) to a found 1 inch pipe with no ID. and tag stamped LS 29263 added;

thence South 89 degrees 59 minutes 25 seconds East, (M), North 89 degrees 57 minutes 40 seconds East (R1), a distance of 165.00 ft. (R&M) along the North line of said Lot 5, to a found 1/2" rebar with plastic cap stamped LS 26925;

thence South 00 degrees 13 minutes 13 seconds West (M), a distance of 21.98 ft. (M) to a set nail in the pavement, with tag stamped LS 29263;

thence North 89 degrees 59 minutes 29 seconds West (M), a distance of 165.00 ft. (M) to the place of beginning.

(R)= Book 2 of Maps, Pg. 62 (R1)= Book 104, L.S., Pg. 51 (M)= Measured