

**SPECIAL SESSION  
THE PLANNING AND ZONING COMMISSION  
TOWN OF CAMP VERDE 473 S. MAIN STREET  
CAMP VERDE, AZ. 86322  
COUNCIL CHAMBERS STE. 106  
THURSDAY, JANUARY 6, 2022  
6:30 PM**

**All Commission meetings will end at 9 PM, any remaining agenda items will be heard at the next Commission meeting.**

**1. Call to Order**

Vice Chairman Drew Faiella called the meeting to order at 6:30 p.m.

**2. Roll Call**

Vice Chairman Drew Faiella, Commissioners Greg Blue, Bill Tippett, and Todd Scantlebury were present.

**Also Present**

Community Development Director John Knight, Assistant Planner BJ Rattlief and Recording Secretary Jennifer Reed.

**3. Pledge of Allegiance**

Commissioner Blue led the Pledge.

Vice Chairman Faiella would like to move Item #4 to after Item #8. **Motion** made by Commissioner Blue to move Item #4 to after Item #8. Second was made by Commissioner Scantlebury. **Motion** passed unanimously.

- 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 Commission so requests.

**A. Approval of Minutes:**

October 7, 2021 – Regular Session

**B. Planning and Zoning Commission Quarterly Reports: 3<sup>rd</sup> Quarter and 4<sup>th</sup> Quarter of 2021**

**Motion** was made by Commissioner Blue to accept the consent agenda as presented. Second was made by Commissioner Scantlebury. **Motion** passed unanimously.

**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 Commission from taking any action on items not on the agenda, except to set them for consideration at a future date.*

No public comments.

**7. Action Items:**

**Public Hearing followed by discussion, consideration, and possible approval of a Use Permit Application for Automated Library for Verde Lakes Area (Recommendation to Council).** Staff Resource: John Knight

**Staff Comments:**

Community Development John Knight turned the floor over to Library Director Kathy Hellman who gave an overview of the Automated Library Setup with a slideshow. Residents would have 24 hour access to the kiosk but the Wi-Fi would probably turn off at 10 pm.

Commissioner Tippett asked how many residents in the Verde Lakes area hold library cards? Ms. Hellman said she could run a report and then go through to separate out by address.

Commissioner Scantlebury asked what would be in the kiosk for kids. Ms. Hellman stated she can run a report to see what gets used the most. They could put several different items in the kiosk.

Vice Chairman Faiella asked if residents could place a hold on items at the regular library and then be placed in the kiosk. Ms. Hellman stated yes.

Commissioner Scantlebury asked if cameras would be installed? Ms. Hellman stated yes it comes with cameras already installed. Mr. Scantlebury said the location is important, so the kiosk is visible at all times. Ms. Hellman said this area is a major walkway going to and from the dollar store.

#### **Public Hearing Open: 6:47pm**

Community Development Director Knight reminded the public that they can stand to make their comment and would be held to a 3-minute designation. Also, he reminded everyone that this is an advisory position and will then go to Council for the final decision.

#### **Public Comment:**

Alice Ponyah- 3463 E. Cactus Blossom Lane- lives on the lot right behind the proposed property. She has several concerns with this location:

- The lot is in a flood zone. Water has been in her backyard as well there has been a flash flood on the main road.
- This vacant lot has a lot of wildlife that roam through the area.
- The lack of study that needed to go with the proposal.
- This location could become a place for kids to play, a place for people to come and hang out, drifters, it is not a well-lit area and will bring a lot of people to the area that is unnecessary.
- She felt information was passed through the neighborhood well during the Backbone fire without wifi access.

Donna Moody- 4277 E. Cripple Creek Drive, VL. She is concerned about the lot being in a flood area. She said studies are important but the survey that was done was helpful. Neighbors communicated through notes during the Backbone Fire and passed on important information. This kiosk would be great to pass on local information. It will benefit kids and seniors. She likes the location because it is well traveled and easy to access.

Deborah Moody- 4277 E. Cripple Creek Drive, VL, she is a longtime resident, and is thrilled with the efforts from the library staff. The only stepping stone that was missed, is Verde Lakes Drive is very busy and people drive crazy, it is a tragedy waiting to happen. Residents are thrilled about the opportunity of the library. Some Children out there don't have access to Wi-Fi.

Gary Thompson- PO Box 2686, Camp Verde, he has several properties in Verde Lakes Area. He likes the idea of the library kiosk but is not happy with the location. He stated the deed to the property reads, *"..for the purpose of maintaining area for open space for the benefit of plant and wildlife: and possible development of a trail system along Clear Creek"*. He also read the deed restrictions to the property: (1) *"If the transferred land is not put to the public use or purpose, the land shall revert to the State Land Department."* Mr. Thompson also wanted to point out that it is a dangerous road.

Assistant Planner BJ Rattief read a petition against the project. ***"In regards to the proposed Use Permit for the construction and installation of an "Envisionware" 24/7 Stand Alone Library Extension or any other 24/7 Stand Alone Library Extension on any residential flood lot located on Verde Lakes Drive in the Verde Lakes Community. The following signatures listed on this petition are AGAINST the issuing of said Use Permit by the Town of Camp Verde Planning and Zoning/Town Council for the installation of a 24/7 Stand Alone Library Extension on any lot in a designated flood area."*** There are (57) signatures on the petition.

#### **Close Public Hearing: 7:02pm**

#### **Staff Rebuttal:**

Community Development Director John Knight wanted to reply to some of the public comments.

- The property is in flood zone, and there will be special restrictions put in place during the construction phase
- Speed issue on Verde Lakes Drive will be passed on to the Town manager and Public Works Manager.
- Ms. Hellman stated she called the AZ State Land Department, they said whatever you do with the property we don't want to know about it, they don't want the land back. We would just have to pass it through our legal department.

Mr. Knight said Commission can decide to send a recommendation of approval to Council, or the Commission may want to ask for more information, table the item and bring back to the February Meeting.

**Commission Discussion:**

Commissioner Scantlebury said the petition reads as if they don't want a library anywhere out there. Mr. Thompson, from the audience stated no they are just concerned the suggested lot is in the flood zone. Mr. Knight stated they have legitimate concerns.

Commissioner Blue asked if all of Verde Lakes is in a flood zone. Mr. Knight believes a large portion is in a flood zone. They would have to run everything by the County Flood Control before doing anything.

Vice Chairman Faiella asked if it would be appropriate to request a traffic study to determine the impact it would have on the project and then wait for it to come back. Mr. Knight said he would touch base with the Public Works Department, they may have some information.

Commissioner Scantlebury said the public isn't against a library. Everyone is trying to do a good deed for the community. He is hearing the community is not happy with the proposal as it is. He asked Mr. Knight if they could take some time, not vote on situation tonight, to get more information. Mr. Knight suggested tabling this item until staff could gather additional information on other sites.

Commissioner Blue agrees, he is in favor of postponing a decision. Have staff bring back information on traffic concerns and the legality of the deed.

**Motion** was made by Commissioner Scantlebury to table this topic and have staff bring back alternative sites, get more information on the traffic issues and look into the deed restrictions. Second was made by Commissioner Tippet. **Motion** passed unanimously.

Mr. Knight stated for the public in attendance that this item has been tabled until the next meeting date is set for February 3, 2022. The meeting will be held in the same location and at the same time.

**Meeting break:** 7:15pm

**Meeting resumes:** 7:18pm

**8. Discussion, consideration and possible approval of Zoning Ordinance Amendments.** Staff Resource: John Knight

Mr. Knight stated staff has prepared a list of possible amendments to the Zoning Ordinance and/or Town Code. The Commission may want to put together an informal committee to review the ordinances. He would like to know from commissioners their thoughts on the items listed. Mr. Knight reviewed the amendments he'd like to revise.

Commissioner Blue would like to have a Work Session with the Commission. Mr. Knight said we are trying to schedule a Joint Session with Council.

Commissioner Scantlebury said the timing of this is perfect because he feels Camp Verde is getting really popular. We need guidance to help the town grow.

Commissioner Blue stated the list needs to be broken up into smaller portions.

Chairman Faiella said the direction to staff is to set up a Work Session. Mr. Knight will send out some dates for Commission to consider.

**4. Election of Officers – Chair and Vice Chair**  
**Election of Chairman**

**Motion** was made by Commissioner Blue to elect Drew Faiella as Chairman. Second was made by Commissioner Tippet. **Motion** passed unanimously.

**Election of Vice Chairman**

**Motion** was made by Commissioner Blue to elect Todd Scantlebury as Vice Chairman. Second was made by Commissioner Tippet. **Motion** passed unanimously.

9. **Current Events**

*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.*

Commissioner Blue likes the consistency of the Board and the minutes.

10. **Staff Comments**

- Commission can nominate a new Chair and Vice Chair next month if Commission so chooses after all the seats are filled.
- Mr. Knight would like to meet every month with or without action items to keep the consistency of having a meeting.

11. **Upcoming P&Z Meetings –**

a) **Thursday, January 13, 2022** – No Items currently scheduled. *Mr. Knight said we can cancel this meeting.*

b) **Thursday, February 3, 2022** – Rezone to R2 for project on Homestead Road.

12. **Adjournment**

**Motion** made by Commissioner Blue to adjourn the meeting. Second was made by Commissioner Scantlebury.  
**Motion** passed unanimously.

Meeting was adjourned at 7:55 p.m.

  
Vice Chairman Drew Faiella

 2/7/22  
Community Development Director John Knight

**CERTIFICATION**

I hereby certify that the foregoing minutes are a true and accurate accounting of the actions of the Planning & Zoning Commission of the Town of Camp Verde during the Regular Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 6<sup>th</sup> day of January 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 6<sup>th</sup> day of January 2022.

Jennifer Reed

Jennifer Reed, Recording Secretary