



**AGENDA
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
THURSDAY, MARCH 10, 2022 AT 5:30 P.M.
ZOOM MEETING LINK:**

<https://us02web.zoom.us/j/81115306449?pwd=NXdTVnZOTDBiTiZWa2o1RDFlSG5KQT09>

One Tap Mobile: 1-346-248-7799 or 1-669-900-9128

Meeting ID: 811 1530 6449

Passcode: 929204

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

- 1. Call to Order**
- 2. Roll Call.** Council Members Jackie Baker, Cris McPhail Jessie Murdock, Robin Whatley, Vice Mayor Joe Butner, and Mayor Dee Jenkins
- 3. Pledge of Allegiance**
- 4. Joint Council and Planning and Zoning Work Session to assist the Community Development Department with prioritizing a work program.**
- 5. Adjournment**

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on 03-04 at 11:00 a.m.

Cindy Pemberton

Cindy Pemberton, Town Clerk

Note: Pursuant to A.R.S. §38-431.03. (A)(1); (A)(2) and (A)(3), the Council may hold an 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.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021

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Agenda Report Form – Section I

Meeting Date: Wednesday, March 10, 2022

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

Requesting Department: Community Development

Staff Resource/Contact Person: John Knight, Community Development Director

Agenda Title: Joint Council/Planning and Zoning Commission Work Session to assist the Community Development Department with prioritizing a work program.

List Attached Documents: Project Priorities Table

Estimated Presentation Time: 20 minutes

Estimated Work Session Time: 60 minutes

Reviews and comments Completed by:

- Town Manager: N/A
 Department Head: John Knight, Director
 Town Attorney Comments: N/A

Summary: The Community Development Department staff would like assistance from the Council, Planning and Zoning Commission and the Community regarding setting priorities for code updates and planning projects. Staff has prepared a preliminary list for consideration (attached). Note that the projects on this list are not currently in order of priority. The list is separated into two basic categories:

- **Small-Simple:** Anticipated to be fairly simple, straight forward text changes or updates. Little or no public controversy is anticipated.
- **Large-Complex:** Anticipated to be larger, complex revisions or updates. May garner significant public interest and/or controversy. May need one or more neighborhood-town meetings. Likely to take several months (or years) to complete.

At the workshop, attendees will be asked if there are additions/modifications to the list and will be invited to assist in prioritizing the projects listed. The information obtained at the meeting will be for preliminary guidance only. Staff will return to the Council with additional information and approval of the final priorities.

Recommended Action (Motion): N/A

Community Development Department - Project Priorities

Preliminary List of Small and Large Projects

Update: March 3, 2022

No.	Small-Simple Projects	Notes
A	Recreational Marijuana Cultivation	Update Town Code and Zoning Ordinance to bring into compliance with state law regarding cultivation of recreational marijuana.
B	Refine-define accessory structure setbacks	Add and clarify setbacks for accessory structure. Currently, there is no rear setback identified in code. By policy the town has been requiring 5' for a rear yard.
C	Temporary Structure	Define "temporary structure" and where they may be located on the property and if/when permits are required. Examples of temporary structures are shade structure "pop-ups" and temporary carports.
D	Revisionary Zoning	Update ordinance to be consistent with State Law regarding Reversionary Zoning requirements. State Law allows jurisdictions to revert back to previous zoning if a project is not developed within a certain time frame.
E	Fire Buffers/Weed abatement	Add criteria and provisions to address fire buffers on larger parcels. Update to bring into compliance with NFPA – fire wise standards.
F	Fencing	<ul style="list-style-type: none"> - Allowance for fencing on vacant parcels - Clarify how height is measured for fences that are also retaining walls. - Increase size of clear vision triangle on corner lots to allow improved visibility for drivers (currently 15x15); recommend 30x30.
G	Scrivener's Errors	Add language to allow approval by the Community Development Director to correct scrivener errors in the Ordinance. These are essentially typographical errors. Examples include clerical errors, minor mistakes, formatting and numbering errors, or unintentional addition/omission or a word.
H	Modifications and Exceptions	Allow minor modifications to setbacks, and possibly other standards, by the Community Development Director. Add criteria and clarify what standards should be applied for nonconforming lots that are substantially smaller than allowed in the zoning district.
I	Minor land division	Cleanup language in Zoning Ordinance to remove 2.5-acre requirement for MLD. By policy, the Town has allowed smaller parcels to be divided into 3 lots.
J	Land Uses by Zone	Update/Refine list of permitted and conditionally permitted uses in each zone. Update the Use Table and provide definitions for each of the various uses.
K	Short-term rentals	Bring into compliance with latest state law requirements and clarify what types of structures can be used for short-term rentals (no tents, RVs and other non-habitable structures).
L	Parking lot paving	Currently, Ordinance calls for paving, except with approval by Town Engineer. Need to identify when is gravel permissible vs. paved parking and provide criteria for administrative approval

No.	Large-Complex Projects	Notes
A	Update sign ordinance	Address A-frame signs, temporary signs, temporary flags and banners, and maximum height of pole signs.
B	RVs and Camping	<ul style="list-style-type: none"> - Identify how many allowed on a parcel - Include a definition of “RV Park” - Provide criteria for allowing under temporary use permit - Define when camping in RVs or tents is allowed and when it’s prohibited - Clarify that RVs/Tents cannot be used as short-term rentals
C	Area Plans	<p>Develop individual plans that provide standards and incentives for development of the following area.</p> <ul style="list-style-type: none"> - I-17/26- Corridor - Down Town – Main Street - Finnie Flat - Other?
D	“Right to Farm” Provisions	Review and update farming and agricultural provisions in the code to ensure the continued use of agriculture within Town Limits. This may include incentives to ensure premature conversion of Agricultural Land to other uses.
E	Update PAD Provisions	Clarify what is required for a PAD submittal, add approval criteria, and update the PAD process to eliminate redundancy in submittal requirements.
F	Landscaping/Buffering/Screening Provisions	Clarify parking lot landscaping and buffering requirements. Clarify screening requirements; define requirements for screening dumpsters/trash collection via use, specifically, multi-family, commercial and industrial (excluding single family).