

**SPECIAL SESSION  
THE PLANNING AND ZONING COMMISSION  
TOWN OF CAMP VERDE 473 S. MAIN STREET  
CAMP VERDE, AZ. 86322  
COUNCIL CHAMBERS STE. 106  
THURSDAY, MARCH 3, 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 Todd Scantlebury called the meeting to order at 6:30 p.m.

**2. Roll Call**

Vice Chairman Todd Scantlebury, Commissioners Greg Blue, Bill Tippett, Michael Hough, Ingrid Osses, and Robert Foreman were present. Chairman Andrew Faiella is absent.

**Also Present**

Community Development Director John Knight, Administrative Assistant/Assistant Planner BJ Ratlief, Permit Clerk Cory Mulcare and Recording Secretary Jennifer Reed.

**3. Pledge of Allegiance**

Commissioner Foreman 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:** February 3, 2022 and February 10, 2022

**B. Set Meeting Dates:** March 10, 2022 at 5:30pm - Joint Session with Town Council  
March 17, 2022 at 3pm - New Commissioner Training  
March 24, 2022 at 3pm - Commissioner Field Trip  
April 7, 2022 at 6:30pm - (Regular Session)

Vice Mayor Scantlebury would like to pull Item 4b: March 24, 2022 meeting from the consent agenda. **Motion** was made by Commissioner Foreman to accept the consent agenda after removing the March 24<sup>th</sup> Meeting. Second was made by Commissioner Blue.

**Roll Call:**

Chairman Andrew Faiella: absent  
Vice Chairman Todd Scantlebury: aye  
Commissioner Greg Blue: aye  
Commissioner Bill Tippett: aye  
Commissioner Michael Hough: aye  
Commissioner Ingrid Osses: aye  
Commissioner Robert Foreman: aye

**Motion** passed unanimously 6-0.

Community Development Director Jon Knight would like to postpone the Commissioner Field Trip until April; seeing how the month of March is busy with meetings. **Motion** was made by Commissioner Blue to postpone the Commissioner Field Trip scheduled for March 24<sup>th</sup>. Second was made by Commissioner Osses.

**Roll Call:**

Chairman Andrew Faiella: absent  
Vice Chairman Todd Scantlebury: aye  
Commissioner Greg Blue: aye  
Commissioner Bill Tippett: aye  
Commissioner Michael Hough: aye  
Commissioner Ingrid Osses: aye  
Commissioner Robert Foreman: aye

**Motion** passed unanimously 6-0.

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 comments.

6. **Discussion, Consideration and Possible Recommendation of Site Plan Approval to the Mayor and Council for Partial Development of Verde Commercial property zoned C2-PAD (Commercial: General Sales and Service - Planned Area Development). The request includes a modification to the height of the Marriot Hotel building to allow a maximum of 55' and 4 stores. Site plan includes Tractor Supply on parcel 403-22-035A and a Marriott Hotel, Self-Storage and Public Safety Building, on parcel 403-22-035J at 300 North Goswick Way, Camp Verde, Yavapai County, Arizona. Staff Resource: B J Ratlief**

Administrative Assistant/Assistant Planner BJ Ratlief gave an overview of this item. At this time the applicant is submitting a site plan for (4) projects:

- Tractor Supply
- Marriott Hotel
- Verde Valley Public Safety Building
- Self-Storage

Ms. Ratlief added that not all the plans are put together for the Public Safety Building just yet. Council is still looking at different options. There are multiple agencies involved in this project.

Commissioner Blue asked why there was no posting of this project. Ms. Ratlief stated the PAD has been approved; this is actually the Council's required the site plan come back for final approval.

Commissioner Blue stated the height states the building will be 40 feet tall, does the Commission have the authority to supersede a variance. Ms. Ratlief stated this is not a variance; under the PAD as an approved site plan, Planning and Zoning has the ability to recommend something different within a PAD. Commissioners discussed the height of the Marriott. Mr. Knight stated the height request is a little bit unusual but it is at the discretion of the Commission to make the recommendation. This would be the tallest building in Camp Verde and in his opinion, it would be appropriate in this area to have a higher intensity density of uses in that area.

Commissioner Foreman asked if ADOT had been contacted yet. Applicant Blake Carroll with Providence Real Estate Ventures stated they have not spoken with ADOT yet. There is nothing for them to approve at this time.

**Motion** was made by Commissioner Hough to recommend approval to the Mayor and Common Council for a Site Plan approval for Partial Development of Verde Commercial property zoned C2-PAD (Commercial: General Sales and Service - Planned Area Development). The request includes a modification to the height of the Marriot Hotel building to allow a maximum of 55' and 4 stores. Site plan includes Tractor Supply on parcel 403-22-035A and a Marriott Hotel, Self-Storage and Public Safety Building, on parcel 403-22-035J at 300 North Goswick Way, Camp Verde, Yavapai County, Arizona. Second was made by Commissioner Tippett.

**Roll Call:**

Chairman Andrew Faiella: absent

Vice Chairman Todd Scantlebury: aye

Commissioner Greg Blue: aye

Commissioner Bill Tippett: aye

Commissioner Michael Hough: aye

Commissioner Ingrid Osses: aye

Commissioner Robert Foreman: aye

**Motion** passed unanimously 6-0.

7. **Presentation by John Bradshaw regarding upcoming rezone of Alcantara Vineyards to R-R/PAD on parcel 407-21-015H, 3445 S Grapevine Way, Camp Verde, Yavapai County, Arizona. Staff Resource: Cory Mulcaire**

Permit Tech Cory Mulcaire introduced applicant John Bradshaw who will give a presentation on this project. Their first neighborhood meeting is scheduled for March 19<sup>th</sup> at 2pm.

John Bradshaw gave a presentation about the future development and expansion plans of the property. They are in the process of submitting for a rezone to R-R/PAD (Residential – Rural/Planned Area Development). This is

anticipated to come before the Commission at their regular meeting in April. Mr. Bradshaw stated that since 2004, Alcantara Vineyard has offered wine tasting, tours, and is a wedding & event venue. Their current expansion plans are to develop 200 lodging units, that include hotel rooms, condominiums, and glamping units. In addition, there will be upgrades to the wedding venues, tasting facilities and vineyards.

Mr. Bradshaw would like to work the project in phases. Starting this year they would like to start with the glamping units, restaurant, and model homes. Phase 2 would be duplexes/residential parts. Lastly Phase 3 would be the underground parking structures/village/hotel.

Commissioner Blue said this seems like putting the cart before the horse. Nothing is for sure on what they would want to do. Mr. Bradshaw stated he needs a partner because it is a big project. They have to leave a little flexibility and get the scope of the project approved before bringing the exact plans back for final approval. Small details might change.

Commissioner Foreman said this is a nice project and he is glad they are working with the neighbors.

Commissioner Osses asked when will the work begin. Mr. Knight stated this is the beginning of the process. It may be the largest project the town has seen. The next stage is Planned Area Development, then a review will follow. They could possibly be in construction by the end of the year.

Commissioner Osses asked if the residences would be sold to one owner or a company? Mr. Bradshaw said they anticipate selling them like a profit share.

Vice Mayor Scantlebury said he is glad they are working with the Friends of the Verde River. Their approval and ideas will be important.

Commissioner Osses asked how many jobs will this project be bringing to Camp Verde? Mr. Bradshaw estimates employing about 120-140 employees.

*Recess: 7:16pm*

*Resume: 7:24pm*

**8. After Action Report – Report by staff and discussion by Commission on possible improvements or changes to public testimony and meeting procedures. Staff Resource: John Knight**

Community Development Director John Knight said things could have gone better with the flow of the last two Public Hearings. He would like to talk through Public Hearing procedures and how to have it more organized. Hearing Procedures:

1. Clerk will read the agenda item with the staff resource
2. Staff will give their presentation
3. Applicant will give their presentation (hold all questions until after the presentation)
4. Open hearing,
5. Public Comments
6. Close hearing
7. Staff should be able to answer additional questions. Applicant is available if needed. Avoid pogo questions and conversation with the public. No (2) people testify at one time.

Vice Chair Scantlebury said we never want to be inhuman. We need to make sure public is comfortable. If you have a burning question, get it out. Ask the question.

Mr. Knight stated any Commissioner can call "Point of Order" at any time when things are going arye.

**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.*

Vice Chair Scantlebury created a document for Commissioners to read over. (See attached)

Commissioner Foreman is concerned about what to call the historic downtown district. He would like to talk about how to protect the name of downtown.

**10. Staff Comments**

- Mr. Knight wanted to explain why the Field Trip is postponed- There is enough things going on in March, he would like to postpone until April. Mr. Hough stated he doesn't agree with going on field trips.
- Sycamore Vista rezone was approved by Council and will be 30 days before it is in effect.
- The format of the Joint Meeting will be informal, the main reason to meet is to solicit ideas, and share staff ideas. He went through what to expect during in the meeting.
- New Commissioner Training is scheduled for 3pm March 17<sup>th</sup> – it is not mandatory unless you have never attended a session.
- Mr. Knight would like all Commissioners to get set up with a town email. He went over why it is important for Commissioners to have a town email.

**11. Adjournment**

**Motion** made by Commissioner Blue to adjourn the meeting. Second was made by Commissioner Foreman.

**Motion** passed unanimously.

Meeting was adjourned at 8:06 p.m.



Chairman Drew Faiella



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 Special Session of the Planning & Zoning Commission of the Town of Camp Verde, Arizona, held on the 3<sup>rd</sup> day of March 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 3<sup>rd</sup> day of March 2022.

Jennifer Reed

Jennifer Reed, Recording Secretary