

DRAFT MINUTES
REGULAR SESSION
THE PLANNING AND ZONING COMMISSION
TOWN OF CAMP VERDE 473 S. MAIN STREET
CAMP VERDE, AZ. 86322
COUNCIL CHAMBERS STE. 106
THURSDAY, JANUARY 19, 2023
6:00 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 Chair Scantlebury called the meeting to order at 6:00 p.m.

2. Roll Call

Chairman Andrew Faiella (ZOOM), Vice Chairman Todd Scantlebury, Commissioners Greg Blue, Mike Hough, Robert Foreman and Ingrid Osses were present. William Tippet is absent.

Also Present

Community Development Director John Knight, Town Planner BJ Ratlief, Town Planner Cory Mulcaire and Recording Secretary Jennifer Reed.

3. Pledge of Allegiance

Commissioner Foreman led the Pledge.

4. Election of Officers – Chair and Vice Chair

Motion was made by Commissioner Blue to nominate Andrew Faiella as Chair. Second was made by Commissioner Osses.

Roll Call:

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

Motion passed unanimously 6-0.

Motion was made by Commissioner Osses to nominate Todd Scantlebury as Vice Chair. Second was made by Commissioner Blue.

Roll Call:

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

Motion passed unanimously 6-0.

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: None

B. Set Meeting Dates: January 26, 2023, at 6:00pm Regular Session - Canceled
February 9, 2023, at 6:00pm Special Session
February 23, 2023, at 6:00pm Regular Session

Motion was made by Commissioner Osses to accept the consent agenda. Second was made by Commissioner Blue.

Roll Call:

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

Motion passed unanimously 6-0.

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 to speak.

7. **Public Hearing: Discussion, consideration, and possible recommendation to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of a Use Permit Application for Arizona Public Service (APS) for a Utility Substation located on parcel 403-23-006Y, Camp Verde, Yavapai County, Arizona. Staff Resource:**

Cory Mulcaire

Staff Comments

Town Planner Cory Mulcaire explained that APS has submitted an application for a Use Permit to build a new substation in order to provide enhanced electrical power service the Town of Camp Verde and surrounding areas. The Town of Camp Verde's Planning and Zoning Ordinance requires a Use Permit for "*Government facilities and facilities required for the provision of utilities and public services.*" Ms. Mulcaire said that the applicant Mr. Weed is in audience if Commission has any questions for him.

Vice Chair Scantlebury asked if setbacks are to be observed by APS? Ms. Mulcaire said yes, because it is set up against a commercial property, they will have to meet the 0 rear and side yard setbacks and because it is a 5acre parcel the 10-20 setbacks shouldn't be a problem for them.

Applicant Comment

Ryan Weed with Coe & Van Loo Consultants, Inc. who is contracted by APS, introduced himself and is available for questions.

Vice Chair Scantlebury asked if the substation would generate a giant hum or anything noticeable to the neighbors? Mr. Weed said there will be a little hum, but it will be very low. It would be hard to hear especially with the wall around it.

Public Hearing Open 6:15pm

No comments from the public.

Public Hearing Closed 6:16pm

Commission Discussion

None needed.

Motion was made by Commissioner Blue to recommend to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona for approval of a Use Permit in perpetuity for a Utility Substation located on parcel 403-23-006Y. Second was made by Commissioner Foreman.

Roll Call:

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

Motion passed unanimously 6-0.

8. **Public Hearing: Discussion, consideration and possible recommendation to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona to approve an amendment for High View at Boulder Creek PAD (Planned Area Development). Amendment proposes to modify two (2) existing parcels [404-15-003W, currently M1-PAD (Industrial: General) and 404-15-003X, currently C2-PAD (Commercial: General Sales and Services)] to create three (3) new parcels; proposed parcel A, zoned M1-PAD, parcel B, zoned C2-PAD and parcel C, zoned C3-PAD (Commercial: Heavy Commercial). Staff Resource: Cory Mulcaire**

Staff Comments

Town Planner Cory Mulcaire received an applicant Jeremy Bach has submitted an application on behalf of Zane Grey Investments, High View at Boulder Creek for an amendment to this PAD. The application is to amend two (2) of the existing parcels. The purpose for the amendment is primarily to restore a large single family housing component to this PAD. The two (2) existing parcels affected by this proposed amendment are proposed to become three (3) new parcels, each with different zoning as follows:

- Parcel A (12 acres) would remain M1 PAD for a possible DOD Manufacturing Facility. If this does not come to fruition in a certain amount of time, administratively, they can rezone that property to C2 or C3.
- Parcel B (50 acres) that will absorb some of that M1 into the already there C2 PAD to allow for a possible subdivision,
- Parcel C (15 acres) of the existing C2 converting to a C3 PAD to possibly allow for McDonald Brothers Construction yard to go out there.

Ms. Mulcaire read a letter received from a neighboring parcel owner, Andy Groseta into the record (see attached). She also noted the zoning ordinance requires a screen protective buffering between noncompatible uses which applies in this case. It also must be opaque.

Applicant Bach doesn't have a presentation but is available for questions.

Commissioner Foreman asked if there will be a deed restriction on M1 for no marijuana cultivation. The applicant will verify during the Applicant Comment time.

Vice Chair Scantlebury said these are conceptual plans right now, but these have to be approved by Planning and Zoning before going on to Council, correct? Mr. Knight said yes and reviewed the PAD process. This PAD amendment is actually a rezone, he is taking away some of the M1 and making it C2. In addressing some community concern about increasing marijuana grow facilities, Mr. Knight said that Mr. Bach could have a marijuana use as it is now but the applicant is willing to have a deed restriction.

Applicant Comment

Jeremy Bach said within 45 days there will be a deed restriction in place regarding marijuana use. He is asking for a downgrading to accommodate single family homes. He also confirmed he is building a fence; he doesn't want anything ugly out there.

Commissioner Osses would like to see where it is on a map that they are talking about rezoning. Mr. Bach showed her on the map. Mr. Bach circled the area on the map for other commissioners to see. He will leave the map with BJ.

Vice Chair Faiella asked how many single family homes is he anticipating being built in that development. Mr. Bach said the final plan is proposing 480 +/- single family homes as well as 400-600 multifamily homes.

Commissioner Blue asked where they are with the sewer; will you using the town's sewer? Mr. Bach they have designed is an aqueduct system. They have been working with ADEQ to get through the process. This will be used to water green spaces. They are in the process of running all the sewer pipes. When the sewer gets there their engineer has done a plan to tie into town sewer system.

Public Hearing Open 6:36pm

Andy Groseta- owns property adjacent to the property. His only concern is whatever goes in there, a buffer will be put between developments. Developers interested in that area are concerned about neighboring properties. He wants to make sure there is good quality development goes in and it is shielded and buffered.

Public Hearing Closed 7:39pm

Commission Discussion

Commissioner Osses asked what kind of fence will they have to put in? Mr. Knight said the ordinance doesn't require a specific material. The only requirement is you cannot see through it. Mr. Knight will encourage them to build a block wall.

Motion was made by Commissioner Foreman to recommend to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona to approve an amendment for High View at Boulder Creek PAD (Planned Area Development). Amendment proposes to modify two (2) existing parcels [403-15-003W, currently M1-PAD (Industrial: General) and 403-15-003X, currently C2-PAD (Commercial: General Sales and Services)] to create three (3) new parcels; proposed parcel A, zoned M1-PAD, parcel B, zoned C2-PAD and parcel C, zoned C3-PAD (Commercial: Heavy Commercial). Second was made Commissioner Hough.

Roll Call:

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

Motion passed unanimously 6-0.

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.

No current events.

10. Staff Comments:

John Knight-

- Height Amendment was approved by Council. It will be official 30 days after it is signed.
- Council proposed to create a 3-member committee for the interview process for commissions and boards. That committee will then bring their recommendation(s) to Council.
- Work Session can have multiple items up for discussion. If you have anything that you would like to discuss, please send Mr. Knight an email.
- BJ said they have kicked off the process for revising the Sign Ordinance. Commission should see a fully revised sign ordinance in about 6 months.
- Joint Commission and Council Meeting- would like to go over goals, long range planning projects, prioritize what they want to work on in the next 3 years. This is not on an agenda yet but will possibly be set for March.

11. Adjournment:

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

Roll Call:

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

Motion passed unanimously 6-0.

Meeting was adjourned at 6:52 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, Arizona during the Regular Session held on the 19th day of January 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 19th day of January 2023.

Jennifer Reed

Jennifer Reed, Recording Secretary

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