

FINAL 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, MARCH 23, 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

Chairman Faiella called the meeting to order at 6:02 p.m.

2. Roll Call

Chairman Andrew Faiella, Vice Chairman Todd Scantlebury, Commissioners Greg Blue, William Tippett and Ingrid Osses were present. Commissioner Mike Hough and Robert Foreman are absent.

Also Present

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

3. Pledge of Allegiance

Chairman Faiella 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: November 3, 2022, Special Session
December 1, 2022, Regular Session
January 19, 2023, Regular Session
February 9, 2023, Work Session

B. Set Meeting Dates: April 13, 2023, at 6:00 pm Regular Session
April 26, 2023, at 5:30 pm Joint Session with Town Council
April 27, 2023, at 6:00 pm Regular Session - Canceled
May 11, 2023, at 6:00 pm Regular Session

Motion was made by Commissioner Blue to accept the minutes as presented. Second was made by Vice Chairman Scantlebury. Vice Chair Scantlebury would like Commissioner Blue to amend his motion to correct the minutes for December 1, 2022. He said on page 7, under Item 12, the second sentence of the motion should read, *"In order to ensure and preserve meeting meaning and intent of zoning ordinances, Scrivener and formatting error corrections will be forwarded as resolutions to be considered by Council."* **Motion** was made by Commissioner Blue to amend his motion to add the corrections to the minutes of December 1, 2023 as noted by Vice Chair Scantlebury. Second by Commissioner Osses.

Roll Call:

Chairman Andrew Faiella: aye
Vice Chairman Todd Scantlebury: aye
Commissioner Greg Blue: aye
Commissioner Mike Hough: absent

Commissioner Bill Tippet: aye
Commissioner Ingrid Osses: aye
Commissioner Robert Foreman: absent
Motion passed unanimously 5-0.

Motion was made by Commissioner Tippet to accept the next meeting dates and time.
Second was made by Commissioner Osses.

Roll Call:

Chairman Andrew Faiella: aye
Vice Chairman Todd Scantlebury: aye
Commissioner Greg Blue: aye
Commissioner Mike Hough: absent
Commissioner Bill Tippet: aye
Commissioner Ingrid Osses: aye
Commissioner Robert Foreman: absent
Motion passed unanimously 5-0.

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 to speak.

6. **Decision Item: 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). Site plan includes a 12,800 square foot UPS Logistics Center on Parcel 403-22-035P, Camp Verde, Yavapai County, Arizona. Staff Resource: Cory Mulcaire**
Town Planner Cory Mulcaire reviewed the site plan, location and details. This meets the C2 PAD criteria. She also said that Justin Gregonis, with Upward Architects is attending via Zoom if Commissioners have questions.

Applicant Comment

Justin Gregonis with Upward Architects gave an overview on the progress and the timeline for next steps.

Motion was made by Commissioner Blue for 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). Site plan includes a 12,800 square foot UPS Logistics Center on Parcel 403-22-035P, Camp Verde, Yavapai County, Arizona. Second was made by Commissioner Osses.

Roll Call:

Chairman Andrew Faiella: aye
Vice Chairman Todd Scantlebury: aye
Commissioner Greg Blue: aye
Commissioner Mike Hough: absent
Commissioner Bill Tippet: aye
Commissioner Ingrid Osses: aye
Commissioner Robert Foreman: absent
Motion passed unanimously 5-0.

7. **Decision Item: Discussion, Consideration, and Possible Recommendation to the Mayor and Common Council for approval of Final Site Plans for two (2) development sites located within High View at Boulder Creek Planned Area Development (PAD), zoned C3-PAD (Commercial: heavy commercial – Planned Area Development) and C2-PAD (Commercial: General Sales and Service – Planned Area Development), specifically Site Plans for Zane Grey at High View RV Park located on parcel 403-15-003V, Zane Grey at High View Multi-Family and Commercial on parcel 403-15-003U, Camp Verde, Yavapai County, Arizona. Staff Resource: Cory Mulcaire**
Town Planner Cory Mulcaire reviewed the details for each of the Site Plans. She said the applicant was unable to make tonight's meeting.

Commissioners asked about the sewer system. Mr. Knight said they have multiple options for sewer systems but will working out the details. Ms. Mulcaire stated he will not get a building permit without an approved sewer disposal system from the county.

Commissioners discussed "Open Spaces". It doesn't appear there is a lot of "Open Spaces" shown on the map. Commissioners are very concerned about this.

Motion was made by Commissioner Tippet to recommend to the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona to approve Final Site Plans for two (2) development sites located within High View at Boulder Creek Planned Area Development (PAD), zoned C3-PAD (Commercial: Heavy Commercial – Planned Area Development) and C2-PAD (Commercial: General Sales and Service – Planned Area Development), specifically Site Plans for Zane Grey at High View RV Park located on parcel 403-15-003V, Zane Grey at High View Multi-Family and Commercial on parcel 403-15-003U, Camp Verde, Yavapai County, Arizona. Second was made Chairman Faiella.

Commissioners again discussed Open Spaces. They are concerned there is a lot planned for a small space. Mr. Knight stated 25% is not required, it is preferred. There are other opportunities to provide open space. Vice Chair Scantlebury expects to see more open spaces.

Roll Call:

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

Motion failed 3 ayes- 1 abstain- 1 nay.

Commissioners would like to see direction on sewer and open spaces before approving this Item. Mr. Knight would like to give the applicant time to answer questions at the meeting. He recommends tabling this Item until the next regular meeting scheduled for April 13th.

Motion was made by Vice Chairman Scantlebury to table this item until the next regular meeting April 13, 2023 pending 2 points: 1) sewer handling and 2) open spaces in overall PAD. The entire PAD to be presented by applicant. Second was made by Commissioner Osses.

Roll Call:

Chairman Andrew Faiella: aye
Vice Chairman Todd Scantlebury: aye
Commissioner Greg Blue: aye
Commissioner Mike Hough: absent
Commissioner Bill Tippet: aye
Commissioner Ingrid Osses: aye
Commissioner Robert Foreman: absent
Motion passed unanimously 5-0.

8. 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.

Chairman Faiella would like Commissioners to plan to attend the visiting Vietnam Wall Event next weekend.

9. Staff Comments:

John Knight-

- The Town has been dealing with flood evacuations and flooding issues. Various agencies are out in the community doing assessments.
- Town Planner BJ Ratlief has been working on sign ordinances. A Joint Work Session with Council will be scheduled soon.
- There will be a pre-session tour on April 13th at 4pm before the next regular meeting. An agenda will be posted and treated as a meeting.
- Board of Adjustment Appeals will be considering *animal unit count* and variances at their next meeting.

11. Adjournment:

Motion made by Commissioner Blue 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: absent
Commissioner Bill Tippet: aye
Commissioner Ingrid Osses: aye
Commissioner Robert Foreman: absent
Motion passed unanimously 5-0.

Meeting was adjourned at 6:55 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 23rd day of March 2023. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 23rd day of March 2023.

Jennifer Reed

Jennifer Reed, Recording Secretary

